

## Risk Assessment - Return to school in September 2020

Workplace William Barnes Primary School Assessment completed by (Name) K.Wrixon governors, 3.09.20

(Designation) Headteacher

Date of Assessment 02.07.20 Due for review Ongoing – 6.07.20, 9.07.20-

Hazard / Risk e.g. slip/trip hazards, electricity, equipment/activity related hazards	Who is at risk?	Current Controls in Place Are they adequate? Is the risk reduced as far as possible?	Level of Residual Risk Low, medium, high or very high?	Additional measures to control the risks
Children, parents, staff, visitors being infected with coronavirus or transmitting coronavirus	Everyone	Do not attend setting if have symptoms Posters on doors  If a child, family or staff member, family shows symptoms of fever, persistent cough, loss of smell or taste person to self isolate for 10 days potentially, to get a test done, family for 14 days potentially If test is negative, they can return if well and isolation of family can stop. Stay home if still unwell.	Low	
		Anyone who is unwell with Covid symptoms must comply with track and trace and stay at home guidance. School will inform LA and PHE and follow their guidance.	Low	

School will follow Local Authority advice on lockdowns		Parents/carers to talk to children
If a child becomes unwell at school with these symptoms then to be self isolated, behind a closed door, staff member wears PPE if less than 2 metres. If they need to use a bathroom, use pre-agreed one (disabled at office) and then close until deep cleaned.		about the possibility that some adults could wear a mask if needed for medical intervention
If a member of staff or child wear a mask to school, they must remove and dispose of safely and wash their hands before coming into their class.	Low	
If a child is ill with injuries, illness other than Covid-19 they can be treated as normal by staff unless the paediatric or school first aider needs to be called for an incident, as they are out of their class the first aider will then wear a mask	Low	
Children washing hands/sanitising, on entry, before food, after sport, on exit All children have been shown how to wash hands for 20 seconds, posters in the toilets Handsoap in classrooms Sanitizer stations in classrooms		Children to doubt air baseds
Hand sanitiser available if needed. Each class designated a toilet – will be shared with another class so to be sprayed regularly	Low	Children to dry their hands carefully. Can use their own hand cream.
Windows opened – do not remove window restrictors- and doors propped open where possible and		Staff monitor young children hand washing

weather permits. Outdoor learning where appropriate and possible Catch it, kill it bin it message to all pupils, poster up in toilets Separate tissue bin- double bag at end of the day Children encouraged not to touch their mouth, eyes and nose Reading volunteers from the community not to attend for the first half term and then to be reviewed Premier sports coach will come in following strict social distancing and hygiene No parents or visitors without a pre-arranged appointment to go beyond main gates, school entrance. Pre-arranged external visitors may come in following strict social distancing and hygiene. No overnight school visits at present time Any parent travelling abroad to speak to Headteacher on return before coming into school to check all Public Health recommendations are followed. Parents to be aware that children need to be back for 7<sup>th</sup> September. School follows disaster management policy- for cleaning guidance Cleaners are steam cleaning Positive behaviour policy- to be toilets, cleaning handles and gone through on 7<sup>th</sup> September services regularly Laptops, play equipment to be and regular reminders- reciprocal

wiped after use – TAs to help	class not to be used
during and at the end of the day	
Children have their own	
pencils/pens	Water fountain not to be used
Any shared equipment to be	
cleaned after use	
Singing only outside with children	
socially distanced and facing	
forward	
No individual/group external music	
tuition to happen in school at	
present. Year 4 tuition will	
commence in two groups.	
Staff area and reprographics area	
to be wiped regularly	
Children to be in class groups.	
Desks to face forward where	
possible, pupils side by side.	
Children to stay in their own	
classes for lessons. Cover	
teachers will come to them, to try	
to keep a 2 metre distance where	
possible.	
ELSAs will see children at a	
distance from different classes	
Library not to be used by classes	
Classes will have their own areas	
for playtimes. Year group staff on	
duty where possible. Assess if	
staggered times needed.	
Eat in classes – packed lunches	
only – Own LTS for each year	
group.	
It cannot be guaranteed that	
children will be socially distanced	
At all times	
Staff to try to maintain a distance	
where possible, where there is	
interaction, side by side or behind	
if possible and for no longer than	
15 minutes if possible	

Staff to manage social time so do not mix with other classes as much as possible and maintain social distancing. Staff may choose to wear a face covering JD/FR in cleaning during communal times if it is difficult to distance. The face Not all in staff room together and covering must be kept in a sealed retain distancing. pouch and hands washed before and after putting on. Children have their own water Physical activity- equipment to be bottles wiped down after use Children to be reminded of Code of Conduct, social distancing, hygiene procedures on 7/09/20 Own cups/cutlery for lunch and LTS own gloves for each class KW to do virtual assemblies Play equipment to be wiped down after use Each class to have own play equipment Drop off to start from 8.30, except Children should arrive with a for Reception. Year 5 & 6-8.30, parent, if not possible children year 4&5 8.35, Year 3&2 8.40, must walk on their own, except for Year 1 8.45. Children will go siblings, and arrive at correct time straight into class. Reception at On arrival parents will wait at 9.00am. Only one parent to spots, say goodbye to their child, accompany child as far as the not to gather in groups. school gate. Parents cannot gather at the entrance gate. Siblings may go in together. Reception to come in from 9.00am and review At the end of the day, R, 1 and 2 will leave at 3.00pm- parents to wait on spots. 3, 4, 5, 6 to go at

3.15. Children cannot be picked up earlier than their class times. For Breakfast Club- parent to ring bell at the gate and someone will come to welcome child in For Afterschool Club parent to ring bell at gate and child will be brought out to parent	
Breakfast and Afterschool clubs to go ahead- try to keep children in year groups/siblings as possible Breakfast and afterschool year group boxes to be used BC and ASC supervisors to keep distance where possible A Breakfast club bell to be set up for parents to ring and BC member will come to top of steps and see them in.  Parents and visitors may come into school for a pre-arranged appointment- they may choose to use a face covering.	
Children to wear school uniform Year 5 and 6 will wear PE kit/school jumper/tracksuit on PE/games days No contact sports. Solo gym and dance. Equipment cleaned after use.	