

Risk Assessment for full return on September 2021

1. Arrival	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Parents drop their children at the gates in the mornings.	Number of parents outside the school gates	M	<ul style="list-style-type: none"> Children will enter the playgrounds independently at the start of the school day SLT will be on the gates/door to welcome the children Year group staff will be on the playground to supervise the children at Emscote 	L	The children develop their independence Children settle quickly
2. Entering	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Children enter the school in the morning.	All the children on the playground together	M	<ul style="list-style-type: none"> Emscote All children to enter through the main school gate entrance. All Saints' To use the main playground gate and the back gate. 	L	The risk of spread of the virus is reduced.
		L	<ul style="list-style-type: none"> Emscote All Year groups will enter the building through separate entrance doors so unnecessary bunching will not take place. All Saints' All Year groups will enter the building through Year 5 entrance 	L	The risk of spread of the virus is reduced.
3. Pupil hygiene	What are the risks?	Risk level	What will be put in place to reduce the risk?(Mitigations)	Risk level	Impact
Cleanliness of pupils	<ul style="list-style-type: none"> Cross-contamination of the virus on children's clothing. 	H	<ul style="list-style-type: none"> Children should wear their own school uniform. 	L	The risk of spread of the virus is reduced.

	<ul style="list-style-type: none"> Cross-contamination of the virus from children's hands. 	H	<ul style="list-style-type: none"> Children will be instructed to put their coat on their peg/locker and bags/lunch boxes on the trolleys and then wash their hands or sanitise as soon as they enter the school premises. Children will be encouraged to sanitise throughout the day Anti-bacterial gel to be readily available in the classrooms. Children to wash their hands when they: Reception and Year 1 classes to use the 'handwashing' song between activities, reminding the children to wash hands and use anti-bacterial gel between activities. A3 instructional signs on how to wash hands to be displayed in classrooms and all around the school. Soap and paper towels to be plentiful at all sinks. School will source posters from Public Health England to support these activities. 	L	
4. Adult Hygiene	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Adult hygiene	Adults spread the virus through their clothes, hands.	H	<ul style="list-style-type: none"> Adults are permitted to be in school if they are on the regular staffing list employed to work directly with children or have been checked by the office to be on site. All adults wash their hands or sanitise when arriving at school. Adults are invited to use the anti-bacterial gel in their classrooms. Regular Volunteers will be allowed in school 	L	The risk of the spreading the virus is reduced.
5. Learning environment	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Learning in all classrooms	Pupil personal hygiene	H	<ul style="list-style-type: none"> Catch it – bin it – kill it to be promoted in the classrooms. Plentiful supply of paper tissues to be available in the classroom. Tissues to have one-use only and then to be put in the bin. Bin to be emptied every lunchtime and evening by the cleaner. To keep a healthy fresh-air flow around the classrooms, doors and windows, skylights will be left open where-ever possible. 	L	The risk of spread of the virus is reduced due to improved hygiene
Learning in the classroom.	Cross-contamination between objects and furniture.	H	<ul style="list-style-type: none"> Children can move around school during the day. Tables and chair backs, seats and sides are wiped down at regular intervals during the day and sanitized at the end of the day. 	L	The risk of spread of the virus is reduced due to cleanliness of equipment.

			<ul style="list-style-type: none"> The cleaners wash and sanitise the tables and the chair, light switches, door handles/plates thoroughly every evening and at lunchtime. 		
Learning in the classroom Year groups	Cross-contamination between objects and furniture.	H	<ul style="list-style-type: none"> Children use allocated, named pencils and colouring pencils supplied by school or bring their own pencil cases. Children can also share pencils and class resources. Clean hands before and after using equipment. The cleaners wash and sanitise the tables and the chair, light switches, door handles/plates thoroughly every lunchtime and evening. Before and after using i-pads or computers, all pupils should wash or sanitise their hands thoroughly. 	L	The risk of spread of the virus is reduced due to cleanliness of equipment.
6. Playtime	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Going out to play	Cross-contamination between groups	H	<ul style="list-style-type: none"> Playtimes will be all year groups at the same time. Equipment will be introduced and can be used by any children. Children & adults thoroughly wash hands/ sanitise before going out to play. All children and adults wash/ sanitise their hands thoroughly when they come back into school from the playground. Classes use the same door to go back into school. Suitable clothing and a change of schools should be brought to school so the field can be used at all times. 	L	The risk of spread of the virus is reduced due to groups being maintained.
Wet playtime arrangements	Cross-contamination between children as they will wish to play together.	H	<ul style="list-style-type: none"> Children to play outside if at all possible. Parents to provide water-proof coats and a suitable change of shoes or wellington boots, so that children can go outside in light rain. Watching an educational story in the classroom to be an option and/or wet play equipment in the classrooms. 	L	The risk of spread of the virus is reduced.
7. Toilet	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact

Using the toilet	Cross-contamination between children in the toilet.	H	<ul style="list-style-type: none"> Toilets facilities in year groups. The toilets to be cleaned morning, lunchtime and end of the day. A cleaning checklist to be posted in each toilet showing when they were last checked and by whom: the activities will include, cleaning sinks round, cleaning toilet seats, cleaning around toilet bowls/urinals, wiping down taps with anti-bacterial spray, wiping down soap dispensers, paper towel dispenser, time checked and by whom. Soap, toilet paper and paper towels to be replenished. Children wash hands after entering the toilet area, this will be checked by adults at the time. 	L	The risk of spread of the virus is reduced due groups being maintained.
8. Lunches	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations,)	Risk level	Impact
Eating lunch	Cross-contamination between children	H	<ul style="list-style-type: none"> Children wash/sanitise their hands before eating. Children to have their lunches in their year/ phase groups in the hall. Children do not share drinks, food or cutlery. Packed lunches to be clearly marked with child's name and their year group. Children only bring food/drink items that they can open themselves (e.g. they do not need an adult to open them for them or peel an orange). For lunches ordered through Educators catering. Children will need to bring water bottles into school and sanitise before using the water fountain. Tables and chairs will be cleaned after a sitting 	L	The risk of spread of the virus is reduced.
9. School cleanliness	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Keeping common areas free of virus.	Uncleaned hard surfaces can increase the risk of the virus spreading.	H	<ul style="list-style-type: none"> Cleaners are given specific instructions to clean daily all door handles, tables, toilets, etc., thoroughly using anti-bacterial spray. This to be carried out before school, at lunchtime and after school. Adults in classrooms are given extra cleaning equipment so they can continue to wipe down tables during the day. Doors to be propped open to reduce the amount of times door handles and push plates are used by children and adults. Thorough cleaning of the school will be done. 		The risk of spread of the virus is reduced due to extra cleaning of common areas.

10. Covid-19 symptoms	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Acting on symptoms of Covid-19 seen in school.	Any child or adult showing symptoms (or members of their household) may spread the virus	H	<ul style="list-style-type: none"> The common symptoms of Covid-19 are a dry cough and/or a high temperature, loss of taste or smell. Any child who shows symptoms of the virus (coughing, temperature, etc.) will be isolated from the group and taken to a private room. Their parents will be telephoned for them to be collected. This child will be accompanied by an adult who will wear full PPE (mask, gloves, apron and face shield). Children will be asked to go for a PCR test if they are a close contact Any adult showing symptoms of the virus should go home straight away. They will arrange a PCR test and stay away from school until the result is known. For positive results, the adult must stay in self-isolation for 10 days. Proof of negative result means they can come back to school. Children will be asked to go for a PCR test if they have any symptoms. Only the person with a positive PCR must stay at home. Children who suffer from hay-fever may show symptoms of sneezing and coughing. If this happens, the pupil will be isolated and a phone call made to parents to establish the most probable reason for the symptoms. Disposable tissues are to be available in the classrooms that should be disposed of in the bin after every use. The bins will be emptied lunch times and evenings. 	L	The risk of spread of the virus is reduced because children/adults showing symptoms are removed from the setting.
11. PPE	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
PPE Equipment	Children and adults can spread the virus	H	<ul style="list-style-type: none"> Face masks are not advised to be worn however this is a personal choice. PPE equipment must be worn by any adult administering first aid on a child or on another adult (gloves and face mask). PPE equipment to be worn by staff or when performing intimate care duties with children (gloves and face mask). 	L	
12. Hometime	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Children going home	<ul style="list-style-type: none"> Cross-contamination of virus from school to home. 	M	<ul style="list-style-type: none"> Before all children go home, they will pack their bags before washing their hands and leaving with their parents. <p><u>One way system will be in place at Emscote</u></p>	L	The spread of the virus will be reduced.

			<p>Parents will come into the playground through the small gate into the playground and out through the large double gates Please stay in your cars or away from the gates until they are open. If there is a queue at the gate please stay in your cars and away from the gates Please arrive, on time, not before, or after. The day runs from 8.55-3pm. Gates will be open at 8.45.</p> <p>Children attendance will be monitored closely. Those not engaging will be deemed vulnerable and phone calls will be made to check in.</p> <ul style="list-style-type: none"> • All parents to come onto the playground at the end of the school day. • The children in Year two will leave through Holly and Apple classroom doors. • All Saints' • Please stay in your cars and away from the gates as much as possible to reduce the adults around the school site. <p>All children will arrive from 8.45am to start school at 8.55am and will all depart at 3.15pm.</p> <ul style="list-style-type: none"> • All Saints' Parents come onto the school playground at the end of the day. 		
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13. Monitoring Attendance	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Monitoring attendance	Adults may lose track of which children are in school if not added to SIMS.	M	<ul style="list-style-type: none"> • Children in classes will be registered using the school's SIMS electronic system, which is usual practice. Email is also an alternative to this system. • Dinner register/options/email • Any child that arrives late/leaves early will be added to the SIMS system <p>Those who are not attending will be deemed vulnerable and phone calls will be made to check in.</p>	L	The attendance of children in the setting will be monitored.

14. Reception Area	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Reception Area at the front of the school	Contamination between office staff and visitors/deliveries entering the reception area.	H	<ul style="list-style-type: none"> Administration offices are open to parents or visitors. Parents can continue phone or email both schools with any enquiries or concerns. When a parcel is delivered to school, the person who has opened it will wash their hands. Visitors are allowed into school if they are known to the school staff. Telephones and computer screens to be wiped down after use. Staff and parents may come to the front door if they have an urgent enquiry. 	L	Risk of spread of the virus is reduced.
15. Staff breaks	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Staff time-out and refreshments.	Staff gathering in the staff room and moving around the school so spreading the virus. Staff needing a break.	H	<ul style="list-style-type: none"> Refreshments to be taken to the staffroom Lunchtime supervisors will provide breaks for teaching staff. 	L	Risk of spread of the virus is reduced.
16. PPA time	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Planning and preparation time for teachers (requirements by law).	Staff will not have enough time to plan and prepare lessons because they will be with the pupils all of the time. They will also become tired and anxious.	H	Internal PPA Cover	L	Teachers will feel more prepared for lessons and their wellbeing will be improved.

17. Pupil Behaviour	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Behaviour of pupils	Pupil may become anxious or distressed and not be able to	M	<ul style="list-style-type: none"> If a child is not able to follow adult instructions the school will support the child to follow the rules using the schools behaviour policy. Parents will be asked to support the school therefore helping the child to remain in school. 	L	Teachers will feel more prepared for lessons and their wellbeing will be improved.

	follow instructions given by adults.				
18. Hall	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Use of the hall	Gathering of children in the hall altogether is a risk to the virus spreading.	H	The halls will be in use by the children for PE and lunch	L	The spread of the virus is reduced.
19. What will be taught?	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Curriculum and learning.	The curriculum will be too demanding for those children who are behind.	M	<ul style="list-style-type: none"> • Fun activities to be used to relax the children, such as projects, art and child-led activities. • Children will continue to be assessed to ensure gaps are addressed • All subjects have been monitored looking at curriculum coverage 	L	Children will enjoy coming to school.
20. Mental Health	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Mental Health and wellbeing	Children may feel anxious about the Covid-19 lockdown experience or leaving their parents.	M	<ul style="list-style-type: none"> • Children will re-visit Heart Smart work, mindfulness and opportunities will be created to talk to children on an individual basis. • Parents will provide an assessment of their child's mental health to inform school where they can help. • Staff will continue to deliver PSHE and collective worship sessions to support the mental well-being of pupils. 	L	Children become less anxious and feel safe at school.

21. Bereavement	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Bereavement fear of death	Children feel worried about death of a relative or themselves, or suffering from a bereavement within their close circle.	H	<ul style="list-style-type: none"> • Our staff have already been trained in supporting children who have suffered bereavement so they will know how to support children. • Parents will provide information about their child's family to help school support the whole family in the best way possible. 	M	Children will feel supported and safe in school

Please note that this is a working document. Amendments will be made over time and suggestions to improve this are extremely welcome.

This version is dated 1st September 2021