

Risk Assessment for all children at St. Mary's Catholic Primary School

March 2021

1. Arrival	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Parents bring their children onto the playground in the mornings.	<ul style="list-style-type: none"> Parents do not observe social-distancing when bringing their children to school. 	H	<ul style="list-style-type: none"> Place posters on the gates on the playground perimeter reminding families to observe social distancing. Place tape between the school gates and the building so parents keep their distance from the school building. Staggered starts for each class- KS2 – Y5/6 -9.10am Y3/4 - 8.55am(through the green door and into Courtyard) KS1 – Y1/2 – 8.55 am YR/N- 9.10 am(Front of school) Staggered end of day – KS2 – Y5/6 – 3.10PM Y 3/4 3.20pm Y1/2- 3.20pm and YR/N- 3.20pm EYFS – will come around to enter via their usual door. Goldfinches will come through front Reception. Kingfishers/Skylarks will come through the green gate. Parents must wear masks at all times on site/ teachers will too. In case of school closure, bubbles come through the front door- staggered 	L	The risk of spread of the virus is reduced due to social distancing being maintained and staggered start
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 and leave the school	<ul style="list-style-type: none"> Children do not observe social distancing when coming into the school building or going out 	H	<ul style="list-style-type: none"> Posters up to reinforce 2m social-distancing HT making sure the parents don't form gatherings Carpark gate will need to be closed and no parent will be allowed to bring in their car- only the gate will be open and queuing from the gate. 2 entry points into school depending on the key stage. 	L	The risk of spread of the virus is reduced due to social distancing being maintained.
	<ul style="list-style-type: none"> Formally shielding staff find it hard to be in school 	M	<ul style="list-style-type: none"> Measures are put in place via risk assessments to help staff to feel comfortable working with children Pregnant ladies look to the advice on Clinically vulnerable people from the government – Following the reduction of the prevalence of Coronavirus and relaxing of shielding measures 	L	The risk of spread of the virus is reduced due to social distancing being maintained.

	<ul style="list-style-type: none"> Shielding parents may need extra measures to keep them safe. 		<p>staff are expected to be at school with measures in place to lower risk.</p> <ul style="list-style-type: none"> Risk assess – may need staggered starts before or after other children Staff now doing Lateral flow charts twice a week. If the test was positive for covid then the staff member would have to let Head teacher know that evening and then the Head teacher and Administrator will contact all children in that bubble. The member of staff would then go for a PCR test the following day to confirm the positive. If confirmed with covid, then the bubble will stay off for 10 days. If not then the bubble will come back to school. 		
3. Pupil hygiene	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Maintaining high levels of hand washing /hygiene	<ul style="list-style-type: none"> contamination when pupils sneeze or cough – they will spread germs /bacteria 		<p>Children will sneeze into a tissue (tissues will be readily available) or into their elbow and then wash their hands. Share the 'Catch it, bin it, kill it approach' for good , respiratory hygiene . Special bins to be used for tissues in classrooms and other key areas.</p>	L	The risk of spread of 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 asked to hang up their coat/bag in cloakrooms and then wash their hands as soon as they enter the school premises. This will be supervised by staff. Bubbles do not share sinks or toilets where possible Children to wash their hands a minimum of 6 times a day and more if they, for example sneeze. Children to wash their hands for 20 seconds with warm water and soap each time. Anti-bacterial gel to be readily available in the classrooms for children and adults. Children to wash their hands when they: <ul style="list-style-type: none"> arrive at school before they eat a snack have been to the toilet before they eat lunch when they return from the playground, before they go home 	L	

			<ul style="list-style-type: none"> • 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. 		
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 not permitted to be in school unless they are on the regular staffing list employed to work directly with children and have been allocated to do so. The following adults are not permitted to enter the school premises unless by prior appointment: parents, visitors, professional services such as NHS, social workers, etc; • Adults are asked to wear clean clothes each time they visit school. • All adults wash their hands when arriving at school. • Adults are invited to use the anti-bacterial gel placed on the table in the entrance hall. 	L	The risk of the spreading the virus is reduced.
Keeping the school clean to a higher level of cleanliness	<p>The virus doesn't pass infect children or adults</p> <p>Not time to clean all rooms used properly</p>	H	<ul style="list-style-type: none"> • Cleaners and teachers to act upon guidance normally linked to deep cleans as part of their daily procedures focus on door handles, toilets, changing room , toys in EYFS • Pupils to clean laptops with anti- bacterial wipes after use. • Cleaner coming to work after children have gone home at 3.30pm • Staff also clean surfaces and children keyboards. • Midday supervisors to be cover children in bubbles (1 per bubble)Hygiene control MDS – toilet seats, railings and door plates etc 	<p>L</p> <p>L</p>	School cleaned to a higher standard

5. Social Distancing	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
<p>Maintaining some social distancing in Reception /nursery particularly for the support staff</p> <p>Some pupils with SEND:</p> <ul style="list-style-type: none"> • May have no awareness of space • May tantrum • May require intimate care 	<p>Children stay too close to staff.</p> <p>Social distancing will be compromised for teaching staff</p>	<p>H</p> <p>H</p>	<ul style="list-style-type: none"> • Carpet area will be enlarged so children can distance more easily from the teaching staff – 2 metres • Children and staff to stay in their own bubble for the whole day and not cross bubbles • Children to be prepared for separation by their parents • Social stories and videos to be given to parents in readiness to prepare them for starting in new classes. 	<p>L</p> <p>M/L</p>	<p>The risk of spread of the virus is reduced due to social distancing being maintained.</p> <p>Virus spreads less easily in the open air.</p> <p>There may still be a risk of spreading Coronavirus</p>
Maintaining some social distancing in KS2	Children do not socially distance in the classroom and so risk spreading the virus among themselves.	H	<ul style="list-style-type: none"> • Excess chairs to be removed from the classrooms to prevent children sitting near to each other. • Carpet area will be made bigger so that children can be distanced more easily. • Children to sit in twos facing the teacher, except in Early Years and KS1 	L	The risk of spread of the virus is reduced due to social distancing being maintained.

Maintaining some social distancing in Year KS2	Children do not socially distance in the classroom and so risk spreading the virus among themselves.	H	<ul style="list-style-type: none"> Use of the playground and the school's grounds will be maximised to help socially distance the children as they learn outside. To help children socially distance from adults in the classroom, a taped line to be laid on the carpet 2m from the teacher's desk. Children will either sit at individual desks facing the teacher or sit by one child facing the teacher. All children will have a place in their class but also the classroom above their class can be utilised for small group work with a teaching assistant. 	L	The risk of spread of the virus is reduced due to social distancing being maintained.
6. 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 by staff and evening by the cleaner. To keep a healthy fresh-air flow around the classrooms, doors and windows will be left open wherever possible and doors too. An awareness that we may need to go back to Google classroom for children if they have to self-isolate. 	L	The risk of spread of the virus is reduced due to improved hygiene
Learning remotely Using Google classroom	That it will over load staff workload	H		L	Reduction in workload but this needs to be constant reviewed.
Learning in the classroom nursery and Reception Class	Cross-contamination between objects and furniture.	H	<ul style="list-style-type: none"> Children stay within the learning space during the day. All soft furnishing and soft toys to be removed from the classrooms. All hard learning equipment and toys are washed and sterilized by staff at the end of each day. Tables and chair backs, seats and sides are wiped down during the day and sanitized. The Midday Supervisor washes and sanitises the tables and the chair, light switches, door handles/plates thoroughly every evening and at lunchtime to do the nest and tables in classes. Book quarantine in operation so books are put aside for 2 days after they have been handled so the virus is not passed on. 	L	The risk of spread of the virus is reduced due to cleanliness of equipment.

Learning in the classroom KS1	Cross-contamination between objects and furniture.	H	<ul style="list-style-type: none"> Pencil cases to be left in school The cleaners wash and sanitise the tables and the chair, light switches, door handles/plates thoroughly every lunchtime and evening. Tables are kept clear at ends of day for ease of cleaning Before and after using i-pads or computers, all pupils should wash their hands thoroughly. All soft furnishings and soft toys are removed from the classroom. Book quarantine in operation so books are put aside for 2 days after they have been handled so the virus is not passed on. 	L	The risk of spread of the virus is reduced due to cleanliness of equipment.
Learning in the classroom KS2	Cross-contamination between objects and furniture.	H	<ul style="list-style-type: none"> Children use own pencil case Children sit in the same position each time they come into school. Children do not move around the classroom. The teachers wash and sanitise the tables and the chairs, light switches, door handles/plates thoroughly every lunchtime and evening. Before and after using i-pads or computers, all pupils should wash their hands thoroughly. Book quarantine in operation so books are put aside for 2 days after they have been handled so the virus is not passed on. 	L	The risk of spread of the virus is reduced due to cleanliness of equipment.
7. 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 children	H	<ul style="list-style-type: none"> Playtimes will be staggered so that no group is playing outside at the same time to keep groups small. Encourage to do something organised like the Daily Mile Do not line up in the class unless distanced to 1m+ - less possible for younger children. All children and adults wash their hands thoroughly when they come back into school from the playground. Children to wear school PE kit to school on PE day 	L	The risk of spread of the virus is reduced due to social distancing being maintained. Small groups reduce the risk of contamination.
PE days	Cross-contamination between children		Monday- YN/YR Thursday – Y3/Y4 and Y5/6 Friday- Y1/2		
Music sessions led by County Music Sessions	Contamination from other schools and outside adults		<ul style="list-style-type: none"> Expectation that teacher will wash hands on arrival & will only go to one other school that day. Teacher will stand 2 metres away from the children she is tutoring and will not fetch children from classrooms. 	L	The risk of spread of the virus is reduced due to social distancing being maintained.

			<ul style="list-style-type: none"> Children will sing quietly Stools and chairs will be cleaned down after session. Wash hands after playing. 		Small groups reduce the risk of contamination.
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 waterproof coats and a suitable change of shoes or wellington boots, so that children can go outside in light rain. Use of i-pads, or watching a film in the classroom to be an option, while children are distanced. 	L	The risk of spread of the virus is reduced.
8. 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"> Specific toilets facilities to be allocated to specific classes of pupils where possible The use of the toilet areas to be staggered: one in/one out. Toilet seat to be wiped at midday Soap, toilet paper and paper towels to be replenished at midday. 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 to social distancing being maintained.
9. 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 their hands before eating. Children to have their packed lunches in their classroom or outside 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). Children will need to bring water bottles into school. EYFS & KS1 eat in hall, at start KS2 will eat in classrooms and have hot/cold deli bags or sandwiches . 	L	The risk of spread of the virus is reduced.

10. 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 finger prints	Unclean 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, walls etc., thoroughly using anti-bacterial spray or hot water with washing up liquid in. This to be carried out at lunchtime and after school. Adults in classrooms are given extra cleaning equipment so they can continue to wipe down tables during the day. Evening cleaners will not enter the school until after the children have left the day-3.30pm Doors to be propped open to reduce the amount of times door handles and push plates are used by children and adults. 		The risk of spread of the virus is reduced due to extra cleaning of common areas.

11. Covid-19 symptoms and First Aid	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 and/or lack of smell or taste 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 (gloves, apron and face shield). School will have thermometers in school. School will take a child's temperature if they look unwell or act in a way that might suggest this as a precaution. Any adult showing symptoms of the virus should go home straight away. They will arrange an NHS test and stay away from school until the result is known. For positive results, the person must stay in self-isolation for 10 days. Proof of negative result means they can come back to school. Parents will be instructed to inform school immediately a child/ person in their family shows symptoms of the virus and their child will not come into school for 10 days. The rest of the household for 10 days from when the symptomatic person had first symptoms. 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 and the contents double bagged. Senior leaders will make sure the whole week is covered for first aid- a named person to be available at all time PPE to be readily available and adequate in each bubble School have active engagement with NHS Test and Trace 	L	The risk of spread of the virus is reduced because children/adults showing symptoms are removed from the setting.
First Aid in School	That there isn't a paediatric on site and that they are not free to dispense first aid or don't have adequate ppe	H		L	Less risk of transmitting Covid 19 to adults
12.	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Cross-contamination in school.	Children and adults can spread the virus	H	<ul style="list-style-type: none"> It is recommended that staff wear PPE in class when dealing with a sick child but not routinely with classes. It corridors or confined places staff must wear face masks 	L	Less risk of transmitting Covid 19 to adults

I			<ul style="list-style-type: none"> PPE equipment must be worn by any adult administering first aid on a child or on another adult (gloves, apron and face mask, even eye protection). PPE equipment to be worn by staff changing nappies or when performing intimate care duties with children (gloves, apron and face mask). 		
13. Nappies	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Nappy changing and intimate care.	Virus is spread when nappies are changed.	H	<ul style="list-style-type: none"> Nappies to be changed on the mat on the floor, this will then be disinfected Person changing the nappy to wear PPE (face mask, gloves and apron). These must be disposed of at the same time as the nappy in the nappy-bin disposal unit. The nappy changing unit and changing mat to be properly wiped with antibacterial spray and a disposable cloth. The adult and the child to wash their hands afterwards. 	L	The attendance of children in the setting will be monitored.
14. 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. The children in KS1 will leave through the front of the school. Parents to stand behind the first yellow line on the carpark and wait until their child comes out. 2 metre markings for the parents to stand at, are in the carpark. This is the same for KS2 playground, parents must wear masks and socially distance. It is also a one way system for parents to get out of the playground. 	L	The spread of the virus will be reduced.

15. Monitoring Attendance	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Monitoring attendance	That children do not come back to school due to parental concern.	M	<ul style="list-style-type: none"> Children in classes will be registered using the school's SIMS electronic system, which is usual practice. It will be made clear to parents that if their child is of compulsory school age then they must attend school. There will be availability to issue sanctions , including fixed penalty notices in line with local authorities' codes of conduct We may ring parents of pupils with significant risk factors and provide reassurance of the measures we are putting in place to reduce the risk at school If children are self- isolating they must be provided with remote learning 	L	The attendance of children in the setting will be monitored.
16. 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"> When a parcel is delivered to school, the person who has opened it will wash their hands. No visitors are allowed into school unless by prior arrangement Telephones and computer screens to be wiped down after use. 	L	Risk of spread of the virus is reduced.
17. 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 classrooms (tea, coffee), etc in suitable cups Teacher and teaching assistant in the bubble will give each other time out when needed Early Years staff to use the main staff room and KS2 staff to use the Before and afternoon kitchen Each bubble will have a MDS . 	L	Risk of spread of the virus is reduced.
18. 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 for a greater amount of time.	H	<ul style="list-style-type: none"> PPA time as usual after the first week. Try to keep the same staff in the bubble for Midday Supervising 	L	Teachers will feel more prepared for lessons and their wellbeing will be improved.

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19. 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 follow instructions given by adults.	M	<ul style="list-style-type: none"> Children who are not able to follow adult instructions and therefore putting others at risk through contamination, will be collected by their parents. Appendix on the behaviour policy to do with measures needed due to Covid 19. Separate policy for Early years to cover expectations around separation from parents etc. 	L	Teachers will feel more prepared for lessons and their wellbeing will be improved.
20. Buddies	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Before and after school club	Staff who work in Before and After school also work in other areas of the school during the day risking contamination.	H	<ul style="list-style-type: none"> Wrap around care can take place, although it is a mix of bubbles, however the age groups could be split as an extra measure The hours of these staff maybe needed in school to help get all children into the new routines at the start of term Follow guidance for out-of –school settings – see guidance for full opening of schools 	L	Virus will not be spread among adults and children.
21. 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	<ul style="list-style-type: none"> Assemblies will not held in children's classrooms The hall may be used for PE on wet days, preferably outside Class rooms will be used for lunches but cleaning of tables will take place between bubbles by Midday supervisors. Initially the hall will not be used by lettings until an agreed start time agreed with governors 	L	The spread of the virus is reduced.
22. 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.	That there is not a balanced curriculum which is ambitious	M	<ul style="list-style-type: none"> Teachers will ensure that children are learning at their own individual level that helps to fill in the gaps caused by the missed schooling Formative assessments to be done while avoiding the introduction of unnecessary tracking systems Normal curriculum content to be in place by summer term 2021 Fun activities to be used to relax the children, such as projects, art and child-led activities Time will be given over to PHSE 	L	Children will enjoy coming to school.

23. 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 revisit Protective Behaviours work, mindfulness and opportunities will be created to talk to children on an individual basis. Parents will communicate any issues regarding mental health via letter or email 	L	Children become less anxious and feel safe at school.
24. Testing in primary school	What are the risks?	Risk level	What will be put in place to reduce the risk? (Mitigations)	Risk level	Impact
Testing in primary school	That they have a clinical or non- clinical Incident. That Covid is in school in asymptomatic people.	M	<p>Lateral Flow testing twice a week on Monday and Thursday evening before 7.00 pm. If test is positive then staff member will ring or text Headteacher. It will then be considered which , if any, bubble will close due to being a close contact of the positive case. All the information will be kept on an excel spreadsheet and individual will let Test and Trace know the result, whether positive or negative.</p> <p>If a bubble is to be closed down then this will be done in the evening to give good warning to parents.</p> <p>Staff that test positive on the LFT will have to take a PCR test the next day. If this is positive then the whole bubble continues to stay off for the 10 days. If the test is negative then the bubble can come back to school.</p>	L	We will pick up any asymptomatic cases so that it is harder for Covid to transmit.
25. 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"> 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