

COVID19: Risk Assessment and Action Plan September 2021

SCHOOL NAME: John Bunyan Primary School and Nursery



This Risk Assessment is in place whilst the National situation is at Step 4 – no restrictions

If there is an outbreak in school we will follow the Outbreak plan.

Overarching principles:

- Ensure good hygiene for everyone
- Maintain appropriate cleaning regimes
- Keep occupied spaces well ventilated
- Follow public health advice on testing, self-isolation and managing confirmed cases of COVID 19

Theme	Control Measures	Risk to Implementation	Risk Level Pre-Action	Action Required / Decision Made	Action Completed Date	Risk Level Post-Action
Cleaning and waste disposal	<p>Enhanced cleaning regime is in place.</p> <p>Deep clean took place over the summer holidays</p> <p>Disinfectant cleaning equipment available for staff for use during school day.</p>	<p><i>Cleaners off sick</i></p> <p><i>Lack of equipment</i></p>	M	<p><i>Enhanced cleaning schedule implemented throughout the site. Carpets hoovered and hard floor surfaces cleaned daily. Shared staff areas – high touch areas cleaned daily.</i></p> <p><i>Hand towels and handwash are to be checked and replaced daily by Site team.</i></p> <p><i>Enhanced cleaning regime for toilet facilities.</i></p>	1.9.21	L

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	<p>Adequate cleaning supplies and facilities around the school are in place.</p> <p>Arrangements for longer-term continual supplies are also in place.</p>	<p><i>No hand sanitiser for visitors to reception.</i></p> <p><i>Classrooms do not have tissues.</i></p> <p><i>Low supply of any cleaning product.</i></p>	M	<p><i>Hand sanitiser available at the school entrance and in classes</i></p> <p><i>Disposable tissues in each classroom to implement the 'catch it, bin it, kill it' approach</i></p> <p><i>Stock check and ordering schedule reviewed and order made as necessary.</i></p>	1.9.21	L
Classrooms	Classrooms have maximum ventilation possible to allow for good air flow	<i>Doors/ windows not open</i>	M	<i>Windows/doors open to provide adequate ventilation. Doors opened during each break to allow for air flow.</i>	1.9.21	L

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	Plans to respond to increased sickness levels are in place.	<i>Cover becomes sick and is unavailable</i>	<i>M</i>	<i>Staff redeployed within small schools to cover</i>	<i>1.9.21</i>	<i>L</i>
Staffing	Approach to support wellbeing, mental health and resilience in place, including bereavement support How staff are supported to follow this within their own situations and that of pupils and colleagues is clear.	<i>Staff/pupils not talking how they are feeling</i> <i>Impact on attendance</i>	<i>H</i>	<i>SLT to support staff and to signpost staff to available support and advice for schools and pupils available from ECC, including the Educational Psychology service https://schools.essex.gov.uk/admin/COVID-19/Pages/default.aspx</i>	<i>1.9.21</i>	<i>M</i>
	Staff complete twice weekly lateral flow testing.	<i>Lack of tests</i>	<i>M</i>	<i>Kits ordered to keep constant supply</i>	<i>1.9.21</i>	<i>L</i>
	Arrangements in place for any visitors/ contractors on site, protocols and expectations shared.		<i>M</i>	<i>Use alcohol gel on entry. Advise of risk assessment.</i>	<i>1.9.21</i>	<i>L</i>
	Group Sizes			<i>M</i>	<i>Breaktime – children kept in year groups/ small schools.</i>	<i>1.9.21</i>

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	All children are in year group/ small schools.			<p><i>Lunchtimes – Year groups separate in hall, staying in small schools in the playground.</i></p> <p><i>KS2 celebration assembly to occur outside, weather permitting, or Small schools assemblies commence in hall.</i></p>		
Social Distancing Measures	Arrangements in place for pick up/drop off	<i>People do not arrive at correct time/place</i>	<i>H</i>	<p><i>One way system to continue.</i></p> <p><i>Start and pick up times</i></p> <p><i>EYFS pick up remains at 2.55, lower school 3.05 middle school at 3.10 and Upper school 3.15</i></p> <p><i>Lunchtimes remains at 50 minutes</i></p> <p><i>Children to use own class/small schools toilets during breaktimes</i></p>	<i>1.9.21</i>	<i>M</i>
	Staff social distancing measures:		<i>M</i>	<p><i>Staff room numbers advised to be kept to a minimum and ventilation ensured.</i></p> <p><i>Face masks to be worn in situations where close proximity cannot be avoided.</i></p>	<i>1.9.21</i>	<i>L</i>

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				<i>Monday morning meetings in KS2 hall, ventilated. Staff meetings take place in hall, ventilated.</i>		
	Meetings with parents		<i>H</i>	<i>Meetings to take place over phone/ TEAMS/outside where possible. In a well ventilated room if meeting has to take place in school. Face masks to be used where close proximity cannot be avoided.</i>		
PPE	PPE requirements understood and appropriate supplies in place. Long term approach to obtaining adequate PPE supplies in place.	<i>Shortages incurred</i>	<i>H</i>	<i>School stock monitored and maintained.</i>	<i>1.9.21</i>	<i>L</i>
First Aid	Additional procedures for supporting First Aid in place		<i>M</i>	<i>1) Staff to wear visor/gloves/facemask. 2) handwashing before and after treatment</i>	<i>1.9.21</i>	<i>L</i>
Response to suspected/ confirmed case	Approach to suspected COVID19 cases in place during school day:	<i>Lack of PPE equipment available</i>	<i>H</i>	<i>Inform SLT member If a child becomes unwell with a new continuous cough or high temp. Follow guidelines for suspected COVID-19 cases.</i>	<i>1.9.21</i>	<i>L</i>

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of COVID19 in school	Approach to confirmed COVID19 case in place:		<i>H</i>	<i>Remote learning sent to parent. Child to isolate, following Government guidance.</i>	<i>1.9.21</i>	<i>M</i>
	Approach to confirmed COVID 19 cases in place			<i>Follow guidance and See Outbreak plan</i>		