

## Risk Assessment and Risk Management Record

School/Youth Group Gwladys Street Primary and Nursery Learning Activity Mathematics throughout the school  
 Group Leader Mr Wolstencroft-Moore Other Staff All Teacher and Teaching Assistants

This Risk Assessment is based on advice and guidance published by the Government and the Department of Education on 2<sup>nd</sup> July 2020

**This Risk Assessment is not an exhaustive list and therefore common sense should be used at all times during the COVID-19 pandemic**

Please also read alongside this document Safer Working Practices and Covid-19 Appendix which can be found <https://www.gov.uk/guidance/safer-public-places-urban-centres-and-green-spaces-covid-19/7-appendix>

Pupils and Staff to wash hands on regular basis.

**Wash hands thoroughly for 20 seconds with running water and soap and dry thoroughly.**

Ensure hand washing also takes place when visiting the toilet and if coughing/ sneezing into hands.

IDENTIFYING AND ASSESSING THE RISKS	RISK LEVEL	CONTROLS FOR MANAGING THE RISKS	REMAINING RISK
	High/Medium/Low		
<b>Amendments will be written in red alongside each section to ensure that the policy is read fully</b>			
Use of apparatus and resources	Low	1. Resources to be clean. <b>All resources are to be kept within bubbles and NOT shared.</b> 2. <b>Each table should have a set of resources to use which should not be shared between other groups where possible.</b>  <b>Any resources needing shared will need to be cleaned using the appropriate cleaning products supplied</b>	

Equipment should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.

3. Inform Maths lead of any broken resources and dispose of them appropriately.
4. Teacher to explain and model how to handle resources correctly.
5. Teacher to handle resources if children cannot handle it safely.
6. Remind children that when collecting resources from useful area to hold resources correctly. Teacher to model this. **This is suspended until further guidance - All resources to be on pupil's tables (Unless in Early Years Foundation Stage)**
7. Children supervised when handling resources.
8. Children told not to put any resources in mouths, ear holes or nostrils. **If this happens, items to be cleaned immediately and placed away from the group for a 48 hour period (72 hours if plastic)**
9. EYFS staff to ensure that small resources are used only during teacher or key worker led activities. Not to be left out for continuous activities.
10. Any injuries to be treated by a first aider and parents informed.

Storing of resources	Low	<ol style="list-style-type: none"> <li>1. Maths resources that are stored in the classroom must be accessible to children. <i>Suspended at this point until further guidance - see above.</i></li> <li>2. Storage should be low to the ground so that all children can access safely.</li> </ol> <p>Resources stored in Staff room resource cupboard <i>If resources are needed from the cupboard, they are to be taken to the classroom. Once used, cleaned (follow guidance above) and stored within the classroom or outside in Year group area for the time period mentioned above. Once time has lapsed, items can be returned.</i></p> <ol style="list-style-type: none"> <li>1. The cupboard <b>MUST</b> be kept clutter free.</li> <li>2. Resources to be kept tidily in labelled boxes provided.</li> <li>3. <b>NO</b> children to access this area.</li> <li>4. All staff to return resources and put away in the correct place.</li> <li>5. Step ladders <b>MUST</b> be used to obtain resources on top shelves.</li> <li>6. Please see Manual Handling document for correct lifting and carrying of objects.</li> </ol>	
Maths of the Day and outdoor Mathematics	Low	<p><i>Please see PE risk assessment</i></p> <p><i>Outdoors is preferable to reduce the risk of Covid-19.</i></p>	

Remind pupils of social distancing.

Wash hands before and after the session.

1. Warm up and cool down children to prevent injury.
2. Remember to always check the area being used.
3. Remind children of any trip hazards or uneven surfaces.
4. Check weather conditions and if icy or snow risk assess to see if safe to do the activity.
5. Always check that all children are back in class after a session (quickly do register)
6. Never leave children on their own on the yard or in the classroom or other areas of the school.

Form Completion Date:

8.7.20 in accordance with Covid-19 measures.

Head of Establishment / EVC:

Mr Wolstencroft-Moore

Group Leader (Signature)

Points the Group Leader or team to be aware of