

Risk Assessment and Risk Management Record

School/Youth Group Gwladys Street Primary and Nursery

Learning Activity RE throughout the school

Group Leader Mrs Lucy Cooper

Other Staff All Teacher and Teaching Assistants

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>

| IDENTIFYING AND ASSESSING THE RISKS | RISK LEVEL | CONTROLS FOR MANAGING THE RISKS | REMAINING RISK |
|---|------------------------|---|----------------|
| <i>Amendments will be written in red alongside each section to ensure that the policy is read fully</i> | | | |
| | <i>High/Medium/Low</i> | | |
| Handling artefacts - risk of injury from objects that may be heavy or have sharp edges. | Low | <ol style="list-style-type: none"> 1. Check artefact material has been assessed and is non-flammable. 2. Artefact will be clean. <i>All artefacts are to be kept within bubbles and NOT shared.</i> 3. <i>Each table should have a set of artefacts to use which should not be shared between other groups where possible.</i> | |

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| | | <ol style="list-style-type: none">4. Any artefacts needing shared will need to be cleaned using the appropriate cleaning products supplied5. Artefacts 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.6. Inform RE co-ordinator of any broken artefacts and dispose of them appropriately.7. Teacher to explain and model how to handle artefact correctly.8. Teacher to handle artefact if children cannot handle it safely.9. Children not to walk around classroom holding artefacts, they are to be held whilst sitting at a table with two hands.10. Children supervised when handling artefact.11. Children reminded not to ingest artefact.12. Any injuries to be treated by a first aider and parents informed.13. 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. | |
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| Educational visits - risk of injury. | Low | <ol style="list-style-type: none">1. Previsit to be undertaken before RE educational visits.2. Risk assessments to be completed for educational visits as school policy state.3. Risk assessments to be completed and given to EVC before visit to be checked.4. If available, risk assessment from venue to be read and given to EVC before visit. <p>All trips to be suspended until further guidance</p> | |
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Form Completion Date: 13.07.2020

Head of Establishment / EVC: Mrs Lucy Cooper

Group Leader (Signature)

Points the Group Leader or team to be aware of