

Risk Assessment and Risk Management Record

School/Youth Group

Gwladys Street Primary and Nursery

Whole School

This Risk Assessment has been updated on 25.2.22 using
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1057106/220224_Schools_guidance.pdf

as a reference and advice from Liverpool City Council.

IDENTIFYING AND ASSESSING THE RISKS	RISK LEVEL	CONTROLS FOR MANAGING THE RISKS	REMAINING RISK
<p>What to do if someone catches Covid</p> <p>https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts</p>		<p>The most effective way to avoid passing on COVID-19 infection is to stay at home and avoid contact with other people.</p> <p>When someone with COVID-19 breathes, speaks, coughs or sneezes, they release small particles (droplets and aerosols) that contain the virus that causes COVID-19. These particles can come into contact with the eyes, nose or mouth or can be breathed in by another person. The particles can also land on surfaces and be passed from person to person via touch.</p> <p>The risk of catching or passing on COVID-19 can be higher in certain places and when doing certain activities such as singing or vigorous exercise. In general, the risk of catching or passing on COVID-19 is highest when you are physically close to someone who</p>	<p>School to follow Local Authority guidance</p>

		<p>is infected.</p> <p>However, it is possible to be infected even by someone you do not have close contact with, especially if you are in a crowded, enclosed or poorly ventilated space. This is because the infectious particles can stay suspended in the air for some time.</p>	
Staff/ pupils/ parents testing positive	Low	<ul style="list-style-type: none"> • Contacts are no longer required to self-isolate or advised to take daily tests, and contact tracing has ended. • Parents and Carers to report a pupils absence by calling the school office. <ul style="list-style-type: none"> • Staff and children who test positive should not attend school whilst infectious • Unvaccinated staff are no longer required to isolate if they are contacts of confirmed cases of COVID-19. 	<ul style="list-style-type: none"> • If a parent or carer insists on a pupil attending school where they have a confirmed or suspected case of COVID-19, schools can refuse the pupil if in your reasonable judgement, it is necessary to protect other pupils and staff from infection. • School will continue to report positive cases to the Local Authority • LCC will monitor cases and advise schools if they meet thresholds defined in contingency framework.
Opening times	Low	<ul style="list-style-type: none"> • School gates will open from 8:30am for parents and carers to bring pupils onto the school site. 	

		<ul style="list-style-type: none"> • Parents and carers must supervise their child until they enter the school buildings at 8:50am • Parents and carers are responsible for handing their child(ren) over to the class teacher or member of staff on the door. 	
Becoming ill in school	Low	<ul style="list-style-type: none"> • Pupil or staff should be moved to an isolation room. • Windows opened to allow good ventilation • PPE should be used by staff in close contact. • SLT informed then parents called once directed by a member of the SLT • Room cleaned after the individual has left. 	
Staff testing	Low	<ul style="list-style-type: none"> • Staff are advised to take a LFT before coming to school if they feel unwell. • Staff are asked to report an illness or absence through the usual Absence Management Procedures. • Staff may choose to access test kits, if required, from their local pharmacy or by ordering online. 	<p>School to follow Local Authority guidance</p> <p>The online ordering platform remains open for education settings to access lateral flow device (LFD) test kits free of charge, but should only be used if your setting is experiencing an outbreak and you have been advised to resume testing by a director of public health, your local authority, or a local health</p>

			protection team.
<p>Preventing the spread of Covid-19 within the school setting</p> <p>Handwashing</p>	Low	<ul style="list-style-type: none"> • Hand sanitisers will remain in place around the school and staff and pupils will be asked to use on entry and exit of the setting as good practice. • Pupils will be taught good hygiene and wash their hands with soap and water when going to the bathroom, before lunch and at any other time needed. • Staff to also discuss use of classroom equipment and remind pupils not to put equipment in mouths. 	
<p>Catch it, Bin it, Kill it</p>	Low	<ul style="list-style-type: none"> • Ensure that pupils have access to tissues within the classrooms. • Children to be taught about good respiratory hygiene e-Bug COVID-19 website has additional free resources to support this. • All teacher will model and support pupils on the 1st week back in how to wash hands and also use the sanitiser stations. 	
<p>Cleaning</p>	Low	<ul style="list-style-type: none"> • Regular cleaning of toilets, rooms and other areas of high contact throughout the day as per cleaning rotas. <p>Photocopier</p> <ul style="list-style-type: none"> • Staff to use cleaning products provided to wipe down the areas touched after use. 	

Good ventilation	Low	<ul style="list-style-type: none"> • Occupied spaces should have windows open to allow good ventilation. • You should balance the need for increased ventilation while maintaining a comfortable temperature. • School to use CO2 monitors around the school. • These to be monitored. • If monitors read 1500 or above (or get close to this reading) staff to ensure good ventilation within the room and if necessary take the class outside onto the playground until levels reduce. 	<p>Spaces identified to addressed.</p> <p>Monitors to be regularly checked by SLT</p>
Classroom and school routines	Low	<ul style="list-style-type: none"> • All previous arrangements during Covid-19 can now stop. Tables can return to groupings. • Water bottles (school sports bottles only) to be sent home daily to be washed and fresh water to be added. • Assemblies to take place in halls 	
Lunchtime	Low	<ul style="list-style-type: none"> • All staff can access the staffroom throughout the day • Pupils move as a block EYFS (F1 and 2) 11:30 – 12:00 in KS1 room Year 1 (12:10 – 12:40) Year 2 (12:50 – 1:20) <p>KS2 hall Year 3 and 4 -12:00pm to 12:30pm in KS2 hall Year 5 and 6 – 12:30pm to 1:00pm Play pupils keep to year blocks (Y3 and 4 small KS2)</p>	<p>If at any point an outbreak occurs, groupings will be reduced into individual year groups or classes following guidance from Public Health</p> <p>Staff will stay within their own year group at this point and be advised where to take breaks and lunch.</p>

		playground, Y5 and 6 large KS2 playground) The lunch hall will be cleaned down between servings.	
Playtime	Low	Year 1 – 10:15 – 10:30 Year 2 – 10:30 – 10:45 Year 3 (Small KS2 playground) and 5 (Large KS2 playground) – 10:15 – 10:30 Year 4 (Small KS2 playground) 10:30 – 10:45 Year 6 (Large KS2 playground) 10:30 – 10:45	
Meetings	Low	<ul style="list-style-type: none"> All staff meetings can take place in halls or classrooms. 	
Visitors	Low	<ul style="list-style-type: none"> All visitors can access the school All visitors to school to be agreed by SLT 	
Water fountains	Low	<ul style="list-style-type: none"> Can be used 	
PE	Low	<ul style="list-style-type: none"> Pupils to attend school in PE kits 	
Office	Low	<ul style="list-style-type: none"> Only agreed staff to enter office. Other staff to email requests or access the office staff via the office window. 	
Assemblies	Low	<ul style="list-style-type: none"> Assemblies can begin again in the hall with whole year groups, Key Stages etc. 	
Music session	Low	<ul style="list-style-type: none"> All signing and music can continue 	
Educational Visits	Low	<ul style="list-style-type: none"> SLT to be spoken to by staff before any visit is planned as per Educational Visits Procedures Schools to risk assess venues and seek advice on Covid measures from venue. Location and purpose of visit to be considered Number of Cases in school will be used to consider 	

		if a visit is planned.	
School Work force		<p>School leaders are best placed to determine the workforce required to meet the needs of their pupils</p> <p>Following expert clinical advice and the successful rollout of the COVID-19 vaccine programme, people previously considered to be particularly vulnerable, clinically extremely vulnerable (CEV), and high or higher-risk are not being advised to shield again. If staff were previously identified as being in one of these groups, they are advised to continue to follow Guidance for people previously considered clinically extremely vulnerable from COVID-19.</p> <p>Staff with a weakened immune system should follow Guidance for people whose immune system means they are at higher risk from COVID19. In some circumstances, staff may have received personal advice from their specialist or clinician on additional precautions to take and they should continue to follow that advice.</p> <p>Whilst individual risk assessments are not required, employers are expected to discuss any concerns that people previously considered CEV may have. Employers will need to follow this specific guidance for pregnant employees. COVID-19 vaccination: a guide for women of childbearing age, pregnant or breastfeeding contains further advice on</p>	

		<p>vaccination.</p> <p>Your workplace risk assessment should already consider any risks to female employees of childbearing age and, in particular, risks to new and expectant mothers.</p> <p>Employers should be able to explain the measures they have in place to keep staff safe at work. The Health and Safety Executive (HSE) has published guidance on protecting vulnerable workers, including advice for employers and employees on how to talk about reducing risks in the workplace. Employers should discuss concerns with staff.</p>	
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Form Completion Date:

P Wolstencroft-Moore 25.2.22

Head of Establishment / EVC:

P Wolstencroft-Moore

Group Leader (Signature)

Ms N Booth

Points the Group
Leader or team to be
aware of