

Newtown Linford Primary school RE OPENING RISK ASSESSMENT

Activities Covered by this Assessment	Re-opening of schools during COVID 19 (24 th Aug 2020 onwards)		
Location	Newtown Linford Primary School	Organisation	Bradgate Ed Partnership

Note: A person specific assessment must be carried out for young persons, disabled staff and new and expectant mothers if appropriate.

- **This Risk Assessment has been completed by the Co-Headteachers based upon all advice given from Bradgate Education Partnership 18/8/2020**
- **It will be placed in Reopening section of NLPS Staff Teams page for all staff to have access to. A Microsoft Form will be sent to all staff by email for them to complete to confirm that they have read and understood its contents. Staff who haven't completed this form before the end of the day 25/8/2020 will be contacted by the co-headteachers to ensure they do.**
- **It was sent to Bradgate Education Partnership SLT on 20/8/2020 for approval. Staff will be asked to sign a form when they enter site for the first time to show they have read and understood the changes made.**
- **It has been taken from Leicestershire LA Risk Assessment and amended to reflect the unique challenges a very small site and school staff team presents at NLPS.**



If a person becomes unwell during the day the school will refer to government guidance found [here](#).

Attendance: No one with symptoms should attend a setting for any reason. Eligible children – including priority groups - are strongly encouraged to attend their education setting, unless they are self-isolating, or considered to be [clinically extremely vulnerable](#). Children categorized as [clinically vulnerable](#) should follow individual medical advice. Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. Further guidance about self-isolating is found [here](#).

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Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (--/--/--)	Done ?
Staff exiting cars in street	Staff, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Staff are encouraged to cycle or walk to work. Awareness when alighting cars to maintain 2m distance to each other and other pedestrians on the road. 	M	M	M	If parking becomes an issue on the road as more staff return due to busyness of the village due to the reopening of Bradgate Park – HT to contact Landlord of Bradgate Pub to see if access can be gained to part of their car park again especially for those staff arriving around 10/11	M	M	M	HT	If needed	
Visitors to site	Staff, pupils, parents/carer, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Visitors to site are restricted. Only visitors with prearranged appointments are allowed on site. Visitors are asked if they have any symptoms of COVID19 or have had contact with anyone who has symptoms of COVID19, before they arrive on site. Visitors asked to wash hands before entering school. Visitors entering school made aware of the Social Distancing arrangements in place and instructed to follow. 	H	M	H	If visitors become unwell with COVID-19 symptoms whilst in school they will be asked to leave immediately and advised to follow the COVID-19:Guidance for households with possible infection guidance .	H	M	H			

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Social distancing not being carried out at drop off time.	Staff, pupils, parents/carer, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Drop off times are staggered. Arrangements for drop off have communicated to staff, pupils and parents/carer in advance in letter sent out Weduc leaflet 20.08.20 Only one parent/carer attends the school. Access to site and pupils' classrooms are communicated to pupils, parent and carer before arrival to the site.- Weduc leaflet 20.08.20 Direct access to the pupils allocated classroom is available. i.e. final emergency exits. One-way systems are used around the site. Signage is installed i.e. <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;">   </div> Parents / carers made aware that gathering outside school at drop off times keep 1m+ where possible.. 	H	M	H	<ul style="list-style-type: none"> No adults allowed in building, including front entrance for office. All communication through telephone or by email. Child Care: (Pineapple Group) Arrive between 8.30 and 8.45 enter via main entrance Those with siblings 8.40am drop off and 3.00pm pickup. Those without a sibling at Newtown 8.50am drop off and 3.15 pickup. Head teachers to monitor this. If she is off site member of Office staff on site. Office member of staff to lock main gates and side gate at 9.15 	H	L	M	HT to write to parents 20.08.20 HT/Office staff to monitor	20.08.20 Ongoing	

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Use of cloakroom /toilet areas	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Pupils are now able to wear school uniforms. Handwashing follows guidance for take into account the NHS guidance found on this link: No use of cloakrooms – children to have all items with them on their tables. No bags to be brought in. Hand washing posters have been installed above sinks to give information on good hand washing techniques. Teacher or member of staff to supervise toilet usage and inform HT/Office staff if she is off site of any issues. (See cleaning hazard and controls). 	M	M	M	COVID MARSHALL is to be HT when on site and Office Staff when she isn't, to check cloakroom/toilet areas at intervals during the day.	M	M	M			
Social distancing not being carried out within the classroom.	Staff, pupils, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Arrangements for the day are communicated to staff, pupils and parents/carers. Weduc letter 20.08.20 Arrangements for the day are communicated to staff, pupils and parents/carers. Staff and pupils remain in class bubble / Yr group bubbles. Teachers (and other staff) are allocated to a class bubble and remain with their allocated group, as far as possible, during the day and throughout the whole week. 	H	M	H	<p>All staff given some classroom preparation time on the INSET days.</p> <p>All children's seating to be forward facing.</p> <p>Children organised into Key Stage bubbles. Key Stage bubbles to not come into contact with one another throughout the school day or in wraparound provision.</p>	H	M	H	Classroom prep on INSET days HT to check before children begin	25.08.20	

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		<ul style="list-style-type: none"> The group distance themselves from other groups, where possible. Desks are placed as far apart as possible, forward facing. Surplus chairs stacked and removed from circulation/room. Pupils are allocated a desk and are seated for extended periods / day if possible. Pupils remain in the same classroom throughout the day, where possible. Classrooms are ventilated using natural ventilation (opening windows) or ventilation unit Doors are propped open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation. Pupils are encouraged not to touch their mouth, eyes and nose. Pupils informed that they must use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it') 								Gill, Ami Kerry/ Ali	1/6/20 See separate Risk Assessments	
Sharing equipment	Staff, pupils, visitors and contractors.	<ul style="list-style-type: none"> Pupils do not share equipment, where possible. Pupils given writing implements and forbidden from using other pupil's equipment. 	H	L	M	Each child has their own set of resources in a plastic wallet with a label. Shared equipment (e.g. early years) is cleaned regularly.	H	L	M	Individual folders organised	24.08.20	

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	<i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Teaching resources are minimized Soft toys and furnishings that are difficult to clean are removed from the classroom before the school reopens. Small, intricate items that are difficult to clean are removed from the classroom before the school reopens. 				HT monitor cleaning of equipment.				HT monitor cleaning of shared resources	Ongoing	
Social distancing not being carried out at break times	Staff, pupils, visitors and contractors <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Break times are staggered, and timings identified and communicated. Pupils to wash hands before and after eating/drinking. Food is not shared (pupils or STAFF) Key Stage groups are maintained and not mixed. Movement around school via a one-way system where possible. Allocation of dedicated areas outside for small groups. Levels of supervision considered, and additional information given to supervisors. Procedures identified when First Aid is required. Activities considered, and the range of equipment reduced to minimise risk. Arrangements for the cleaning of equipment following activities/between key stages. 	H	M	H	Key Stage 1 and Key Stage 2 to have separate break times. Staff from those Key Stages only to cover their break times – Timetables to reflect this.	H	L	M	HT	20.08.20	



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		<ul style="list-style-type: none"> • Arrangements for 'wet breaks' considered. • Use of toilets to ensure that social distancing is maintained as far as practicable, consider how numbers using the facilities will be monitored. • Hand washing arrangements/use of sanitiser provision. • Flexibility on length of breaks • How these periods are monitored for effectiveness and how issues are reported. 										
Social distancing not being carried out at lunch time	Staff, pupils, visitors and contractors <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> • Pupils to wash their hands before and after eating and encouraged not to touch their mouth, eyes and nose. • Cleaning of tables and chairs/benches completed when children are finished, and food is consumed. • Key Stage 1 to eat in the hall. • Children in Key Stage 2 to eat dinners in their own places in their classrooms. • Tables to be cleaned down before they eat and children to wash their hands. • Packed lunches to have been stored in their place. • Hot dinners will be served from Library area on usual tables and in usual manner. • These are delivered on site from Glenfield HC Kitchen. 	H	M	H	<ul style="list-style-type: none"> • Lunchtime rota ensures each Key Stage does not come into contact. • Catering provider- LTS has own risk assessment available for all staff in Reopening File & also sent to BEP with this Risk Assessment. • HT to support the first two days of Lunchtimes to ensure systems work and update routines on this risk assessment as necessary. • Send RA to Amy – Server, Mick – Taxi Driver and get them to sign on first entry that they have read and understood RA 				HT to email catering provider	20.08.20	
									HT to monitor initial days	26.08.20		

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		<ul style="list-style-type: none"> Amy – member of staff bringing and serving lunches will wear two uniforms between sites and change on site in staff toilet. Mick to still support in bringing meals onto site – but to library instead of hall. To use sanitizer in entrance area before and after entering site. Cutlery will be brought in separate boxes for each room and then given to group based staff to put on tables. Each classroom will have its own box for dirty pots to be stored in and then collected and return to library area for Amy to sort. Key Stage 1 served first, followed by Key Stage 2. This will then fit in with the time spent outside. 										
Social distancing not being carried out at pick up	Staff, pupils, parents/carer, visitors and contractors.	<ul style="list-style-type: none"> Pick up times are staggered. Arrangements for pick up are communicated to staff, pupils and parents/carer in advance. – Weduc Letter 21/5/20 Only one parent/carer attends the school. 	H	M	H	<ul style="list-style-type: none"> Those with siblings 8.40am drop off and 3.00pm pickup. Those without a sibling at Newtown 8.50am drop off and 3.15 pickup. No adults allowed in building, including front entrance for office. All 	H	L	M	HT to write to parents 20.08.20	20.08.20	

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	<i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Access to schools and pupils' classrooms are communicated to pupils, parent and carer before arrival to the site. – Weduc letter 21/5/20 Direct access to the pupils allocated classroom is available. i.e. final emergency exits. One-way systems are used around the site. Signage is installed i.e.   Parents / carers made aware that gathering outside school at drop off times is forbidden. Ongoing reminders in bulletins and newsletters. 				communication through telephone or by email. <ul style="list-style-type: none"> 2 way markers on playground floor with for entry to each door. 2 meter markings near to each door inside and outside. Headteacher to monitor this. If off site member of Office staff on site. Member of staff to open main gates and side at 3.00 and ensure they are locked at 3.30 				HT/Office staff to monitor	Ongoing	
Outdoor play/PE	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Play equipment is cleaned and disinfected between each group of users or not used Teacher / support colleagues ensure social distancing is in place. Only allow one class/group within an outside area any one time. prop doors open, where safe to do so (bearing in mind fire safety and 	H	M	H		H	L	M			

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		safeguarding), to limit use of door handles and aid ventilation <ul style="list-style-type: none"> Children not wearing school uniform and asked to wear suitable clothing and shoes so they can take part in outdoor activities so no changing is necessary. 										
Carrying out 1st aid	First Aider Person being treated by the first aider. (Carrying out 1 st aid may require the 2mtr social distancing rule to be broken) This activity requires the 2mtr social distancing rule to be broken. This could lead to either person involved in becoming infected with COVID-19 through close	<ul style="list-style-type: none"> If an adult presents symptoms of COVID-19 they will be isolated in the medical room/first aid area away from people and parents and will be asked to go home and Social Distance as per Gov.uk guidance. Persons who have symptoms will isolate for 7 days and will not be in school. The first aider will wash their hands for at least 20 seconds with soap and water. Nitrile Gloves conforming BSEN455 will be worn to deliver first aid. Latex gloves will be avoided to remove the risk of allergic reaction. The first aider will cover any cuts on their hands with waterproof plasters. The first aider will avoid putting their fingers in their mouth and touching their face. The first aider will avoid touching any part of a dressing that will come in contact with a wound. 	H	M	H	Symptomatic children to wait in office for parent to arrive. Children in Tyburn to use alternative entrance/exit until a deep clean has been completed. HT to ensure resources are available at all times and source as necessary with SC support to ensure that enough PPE	H	L	M			

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	<p>contact with an asymptomatic carrier, transmitting the virus through bodily fluids or respiratory droplets entering the persons eyes, nose or mouth.</p> <p>The First aider may have an allergic reaction to latex gloves.</p>	<ul style="list-style-type: none"> The first aider will wear goggles conforming BSEN 166.1b.3 to prevent bodily fluids being splashed into the eyes. After each first aid treatment is given all equipment and surfaces, including goggles used will be cleaned down using either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) the google and visor will be rinsed with clean water after being disinfected. After using the face masks, aprons and gloves they will be correctly doffed and placed straight into a double bag and the bags tied. The bags will then be stored in a locked room for 72 hours before putting them into the external waste skip/bin. where possible, all spaces should be well ventilated using natural ventilation (opening windows) or ventilation units prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation 				HT to ensure they leave key for locked cupboard with SC when she is off site.						

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		<ul style="list-style-type: none"> Face masks and gloves will only be used for 1 treatment of first aid they will not be used to treat a second person requiring first aid. First aiders have been given information on how to correctly don and doff their PPE. No food will be stored or eaten in the medical/first aid room. After first aid treatment is given and cleaning has been completed the first aider will wash their hands with soap and water for at least 20 seconds before commencing any further work. There is a dedicated room for first aid that will be used solely for first aid treatment to help prevent bodily fluids contaminating other parts of the building. 								HT		
Intimate care	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> The staff member providing the intimate care will wash hands thoroughly before and after providing intimate care, using soap and water for at least 20 seconds. Use alcohol-based hand sanitiser if soap and water is not available. NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. 	H	M	H	HT ensures resources are available at all times and source as necessary with SC support to ensure that enough PPE	H	L	M			

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		<ul style="list-style-type: none"> EYFS children will bring in with a change of clothes in a small bag which they will keep in their place. They will be encouraged to change themselves as much as possible. Staff will follow the same routines with PPE as outlined above for First Aid. 										
Social distancing not being carried out during the use of Staff facilities	Staff, pupils, visitors and contractors	<ul style="list-style-type: none"> Break times are staggered so only minimal members of staff will be in the staffroom at one time and so will be able to socially distance. Office staff and HT to ensure they are not in the staffroom at the same time – drink making facilities are available in the office. Fridge in Linford classroom to no longer be used by anyone else except Denise to stop 	H	M	H		H	L	M			

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	<i>Reduced infection control which may result in spread of COVID19</i>	unnecessary traffic through the room and more staff mixing. <ul style="list-style-type: none"> Staff are reminded to wash hands before and after using the staff room facilities. NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. Use of signs to inform of hand washing prior to entering/using facilities. Surfaces are wiped down between use and door handles cleaned Dishwasher is used to clean crockery and cutlery. Staff to load dishwasher with dirty pots but not to unload as this will be done by HT. Staff wont share food / snacks. 										
Assembly	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Whole school assemblies/Collective Worship will not take place. Daily act of collective worship will take place in each bubble. 	M	L	L	Whole school worship to be completed virtually.	M	L	L			
Cleaning	<i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> A detailed cleaning schedule will be implemented throughout the school, ensuring that contact points, e.g. worksurfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly. 	H	M	H	Deep cleaning schedule available to support enhanced clean.	H	L	M			

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		<ul style="list-style-type: none"> • Hard surfaces to be cleaned with soap and water prior to disinfecting. • Disinfecting should be performed using either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) the google and visor will be rinsed with clean water after being disinfected. • Extra attention is given to frequently touched areas and surfaces, e.g. doors, toilets, door handles, phones, light switches and door fobs, etc. • Hand towels and hand wash are checked and replaced as needed by the Premises Officer and cleaning staff. • Enhanced cleaning regimes in place for toilet facilities, particularly door handles, locks and the toilet flush, etc. • Only cleaning products supplied by the school are used. • Please refer to the school's COSHH risk assessments for further control measures in relation to cleaning chemicals used. 										

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		<ul style="list-style-type: none"> PPE required for cleaning will be noted in the outcome of the COSHH risk assessments conducted for cleaning chemicals used. Bins for tissues are emptied throughout the day Bin liners should be used in all bins and waste bins should be emptied into the external waste bin/skip. Premises Officer to empty locked cupboard in HT. He will have key for cupboard. All classrooms will have a container of surface disinfection wipes to ensure cleaning can be completed throughout the day by staff leading each bubble as required. 				DC & HT to ensure all classrooms are adequately stocked with cleaning and sanitizing resources before each classroom opens.				DC & HT	29/5/	
Carrying out daily building maintenance	Staff and pupils. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> General maintenance is carried out when the school is closed to staff and pupils. (See Lone Working risk assessment). Only essential maintenance is carried out during school opening hours. Staff are informed of any maintenance being carried out in communal areas, toilets, etc., and the area is cordoned off. Social distancing is maintained throughout working procedures. 	M	M	L		M	M	L			
Contractors working on site	Staff, pupils, parents/carer,	<ul style="list-style-type: none"> Contracted work is carried out when the school is closed to staff and pupils. 	M	M	L		M	M	L			

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	visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Any documentation required is sent/received prior to the contractor arriving on site. Safe systems of work/Risk assessment, which include COVID19 control measures, are received and agreed by the school before work commences. 										
Emergency procedures	Staff, pupils, parents/carer, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Each class will exit the classroom from their outside door. Key Stage 1 will line up (social distancing) on the front playground, Key stage 2 will line up (social distancing) at the side of the school (Old John from front to the office and Tyburn from office to playground) against the outer wall. Emergency evacuations take place following social distancing principles as far as is reasonably practicable. (In an emergency risk to life takes precedence). 	H	M	H	<ul style="list-style-type: none"> Children told where to line up on initial days in school – practice with class teacher. Drill within the first full week. Display emergency evacuation procedures in each classroom Trust Estates manager to clarify and review independently Well signed Fire Safety point 	H	L	M	HT to lead drill	First full week	

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Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (---/---/---)	Done ?
		<ul style="list-style-type: none"> Staff, pupils, visitors and contractors' social distance at assembly areas (2m separation) as far as is reasonably practicable. HT/(BM if HT off site) to act as Fire marshall and check panel to see where fire is located and gain the office staff support in phoning the fire brigade if required. HT/(BM if HT off site), if safe to do so, to sweep all toilets. Office staff, if safe to do so, to sweep staffroom. Office staff to take out pink box and signing in book for visitors and staff, and ensure all staff and visitors are accounted for and inform Fire Marshall. Each bubble to have a wipe clean sign in sheet displayed in the room with number of children clearly labelled and any who are absent. This to be brought out and used to aid checking against Bubble List of children. Office Staff to bring out each bubble's list of children and give to leader of each bubble Bubble Leaders are to inform Fire Marshall if all children are accounted for or not. Fire Marshall to decide if relocation is needed to the cricket ground. 				<p>Relocation to Cricket Ground will be more difficult than usual due to the large numbers of visitors in the village for Bradgate Park. Social Distancing will be maintained as much as is possible.</p> <p>No practice of this will be undertaken as the risks presented by whole school being in close proximity and also close proximity to large visitor numbers are currently too great</p>						


- **source:** <https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>
- **Hand wash video** <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>
- **Guidance for education and childcare settings on how to implement social distancing** <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings>
- **Guidance on infection prevention and control for COVID-19** <https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>
- **Managing premises** <https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak#other-points-to-consider>
- **Source NHS:** <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>
- **Coronavirus (COVID-19): implementing protective measures in education and childcare settings:** <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>
- **COVID-19: cleaning in non-healthcare settings:** <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

- **St. John Ambulance Covid-19: advice for first aiders:** <https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>
- **Conducting a SEND risk assessment during the coronavirus outbreak:** <https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance>
- **HSE. Talking with your workers about preventing coronavirus:** <https://www.hse.gov.uk/news/assets/docs/talking-with-your-workers.pdf>

During this activity, what could go wrong resulting in an emergency situation?	<ol style="list-style-type: none"> 1. Child displays symptoms with CV19 2. Child from teaching group who has been sent home becomes confirmed case. 3. Staff becoming ill and self-isolating.
How could this emergency situation be prevented / controlled?	<ol style="list-style-type: none"> 1. Isolate child until collected. 2. All children in that teaching group to be sent home and told to self-isolate for 14 days. 3. Follow self-isolating guidance, ensure that reporting of illness procedures well understood.
Who should respond to a potential emergency situation and how? Have staff been trained to respond to this emergency situation?	<ol style="list-style-type: none"> 1. Staff to supervise child until collected where 2m rule cannot be implemented PPE to be worn. 2. Make staff aware of guidance in link below, develop guidance on internal monitoring of staff and pupils on self-isolation and student attendance recording. 3. Follow guidance: https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings Consider reallocating staff or capacity of school to remain open. Consult Trust on closure and inform LEA.

Newtown Linford Primary school RE OPENING RISK ASSESSMENT

Could any non – routine changes affect the safety arrangements in place for this activity? (E.g. weather, people, equipment etc.) What can be done?	Additional pupil numbers in phase 2 and 3 – review procedures and social distancing, refer to any new government guidance.
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Risk Assessor Name:	Vicky Brooks/Kirsten Kennedy	Risk Assessor Signature:		
Authorised By:		Authoriser Signature:		Initial
Date Conducted:	20.08.20	Date of Next Review:		
		Date of Review:		
		Date of Review:		

Potential Severity of Harm	High Death, paralysis, long term serious ill health.	Medium	High	High
	Medium An injury requiring further medical assistance or is a RIDDOR incident.	Low	Medium	High
	Low Minor injuries not resulting in any first aid or absence from work.	Low	Low	Medium
	Low The event is unlikely to happen.	Medium It is fairly likely to happen.	High It is likely to happen.	
Likelihood of Harm Occurring				

Risk Rating Definitions	
Low	This is an acceptable level of risk. No further controls are required as the risk rating cannot be reduced any further. However, it is advised that continual monitoring occurs in order to ensure that no changes / deviation of control measures occur.
Medium	It is advised that further controls are implemented to reduce the risk rating to as low a level as possible. If the risk cannot be reduced to lower than a medium, then on site monitoring should occur to ensure that all stipulated controls are being adhered to.
High	This is an unacceptable risk rating. Urgent interim controls should be implemented to reduce the risk so far as is reasonably practicable. If the risk rating cannot be reduced to lower than a High , then a documented safe system of work should be implemented to control the activity. It may be necessary to seek further professional advice. Serious considerations should be given to the validity of carrying out the activity at all. Regular monitoring of the activity should occur.