

What are the hazards?	Who might be harmed and how?	Risk rating without controls in place	Current control measures	Risk Rating with control measures in place	Are risks adequately controlled for work task to go ahead, or will further control measures be required? (Detail any additional measures)	Action required by whom?	Date action required by.
<p>Direct transmission of Covid-19 virus from being in close proximity to people with the virus. i.e. person-to-person transmission (hand to hand, hand to mouth, hand to body).</p>	<p>School employees parents, pupils and the general public</p> <p>Ill health (e.g. Respiratory symptoms, fever, cough, shortness of breath</p> <p>In more severe cases, infection can cause pneumonia, severe acute respiratory syndrome, kidney failure and even death)</p>	<p>H</p>	<p>General Measures</p> <p>School Employees are advised to follow NHS guidance on coronavirus (COVID-19) Covid-19-guidance-for-employees</p> <p>School leaders are advised to follow the NHS and DfE guidance for employers and schools on COVID-19. Covid-19 Guidance to-employers</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#A</p> <p>Essential Control Measures</p> <ul style="list-style-type: none"> • A requirement that people who are ill stay at home. • Robust hand and respiratory hygiene • Enhanced cleaning arrangements • Active engagement with NHS Test and Trace • Formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable 	<p>M</p>	<p>School Leaders should regularly refer to latest guidance https://www.gov.uk/coronavirus</p> <p>Management will regularly monitor new measures being introduced by government to reduce risk</p> <p>Schools can contact healthandsafety@tameside.gov.uk for advice, guidance and support</p> <p>See below.</p>	<p>SLT</p> <p>SLT</p>	<p>Ongoing</p> <p>Ongoing</p>

Hazards	Potential harm	Risk rating no controls	Current control measures	Risk rating with controls	Any additional measures	By whom?	By when?
			<p>Specific Measures</p> <p>Clear guidance has been given to parents and employees to reiterate that anyone who is displaying symptoms, or has tested positive in the last 10 days, must not attend the school setting.</p> <p>School has communicated its arrangements to all employees and parents prior to the return of all pupils.</p> <p>Where possible contact with parents or other non-school staff is conducted remotely, via telephone or video link.</p> <p>Staff are advised to only physically meet with parents or other non-school staff if they are satisfied that doing so is consistent with government advice and meetings cannot be held remotely.</p> <p>Staff are asked to not touch/shake hands with parents.</p> <p>Pupil Behaviour Policies will be updated to cover COVID-19 related incidents</p> <p>The majority of staff in education settings will not require PPE beyond what they would normally need for their work, staff will be advised of situations where additional PPE is required.</p>				
					Communicated to parents via letter. Communicated to staff via briefings and written information. Communicated to pupils via briefings and protocols.	ARA ARA ARA	July 20 onwards July 20 onwards Aug 20 onwards
					Letters to parents July and August 2020. Staff briefings (email) July and August. Pupil briefings July, August and September.	ARA ARA ARA	Aug 20 onwards Aug 20 onwards Jul – Sep 20
					In place since March 2020. Communicated to parents via letter July 2020.	ARA	Jul & Aug 20 onwards
					Within staff briefing information and staff protocols.	ARA	done
					In place since March 2020		
					Update 1 completed for partial reopening in June 2020. Review and full update by Aug 20. Share with all staff	DJO DJO	14/08 01/09/20
					The school will identify where PPE might be required and ensure sufficient stock is available For example if a pupil or staff member becomes unwell with symptoms of coronavirus while in school and needs direct personal care until they can return home. PPE in place; requirements to be reviewed	ARA/LCH	done

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			All schools have been provided with an initial stock of PPE		Needs assessed and any additional supplies ordered for September start.	AGA/LCH	done
			Bubbles				
			Children will, as far as possible, be placed in consistent groups (bubbles). Mixing of these bubbles may take place in the delivery of specialist teaching, wraparound care and transport where necessary. Where groups are mixed these subsequent groups should be consistent		Years 7 and 8 to work in class-sized bubbles, Year 9 to work in year half bubbles. There will be some additional mixing at break and lunchtime but not beyond a year group bubble.	ARA/RHO	done
			Where wider bubbles are necessary to facilitate the offer of a full range of subjects or, due to the logistics of the school building, year group size bubbles will be implemented. (Secondary)		Years 10 and 11 to work in year group bubbles to facilitate full access to their curriculum and specialist rooms.	ARA/RHO	done
			Social distancing (2m) will be observed within bubbles. (Secondary)		Social distancing will be encouraged as much as possible within bubbles. Where pupils have to sit together, they will be side by side or separated by a screen (guidance to be kept under review)	ARA, LCH, PTH	done
			Bubbles will, as far as possible, be kept apart – any assemblies/collective worship will be limited to one bubble at a time.		There will be no full year assemblies for the first half term at least and then possibly for Year 10 or 11.	ARA	Review Oct 20
			Where it is necessary for the delivery of the school timetable, all teachers and other staff can operate across different bubbles. Where this is necessary staff and teachers will, as much as they can, keep a 2m distance from pupils and other staff.		Staff will mix regularly with different pupil bubbles but will maintain a 2m distance. Staff will generally stay within their own classroom. Support staff (TAs) will have a specific set of protocols.	ARA JRO	done 01/09
			Arrival /leaving school				
			Guidance has been given to parents regarding transportation of pupils to and from school, and the preferred avoidance of public transport where possible		Communicated via letters Jul and Aug	ARA	ongoing

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			Staff are asked to arrive before pupils		Start times for TAs will need to be reviewed	JRO	Aug 20
			Gate will be opened earlier to facilitate this.		School is open to staff from 7am		
			Where possible separate entrances are used for class groups/bubbles		Each year group will come in by a designated entrance.	ARA/RHO	done
			Entrances are supervised by staff		Duty rota to be agreed	ARA	01/09
			Staff will discourage loitering by pupils and parents. Advice will be sent out reminding parents NOT to loiter or liaise directly with staff.		Communicated to parents and pupils via letter and protocols Duty staff to have protocols in advance	ARA ARA	done 01/09
			Consideration given to staggering start times to reduce peak hour demand on public transport.		The large majority of pupils walk to school or are dropped off by car; start/finish times will be slightly staggered to minimise contact.	ARA/RHO	done
			Reception signing in and out E.g. Staff, visitors and contractors				
			Where possible contact with parents or other non-school staff is conducted remotely, via telephone, video call or e-mail		In place since March.		
			All visitors to site should receive induction/site guidance on physical distancing and hygiene before or on arrival.		Protocols for visitors (including track and trace details)	LCH	done
			Parents, visitors, and the general public will not be allowed in school unless absolutely necessary.		Communicated via letter to parents. Signage in and around Reception.	ARA PTH	Ongoing done
			Supply staff and peripatetic teachers (e.g. music teachers) must keep as much distance as possible from other staff.		Consider engaging consistent staff in these roles where possible to further reduce the number of visitors to school. Included in protocols for visitors	ARA LCH	Ongoing done
			Where volunteers are supporting the school, they will remain 2m from pupils and staff where possible and as far as possible will not assist multiple bubbles.		Meeting rooms arranged to ensure social distancing. Music rooms arranged to ensure social distancing.	PTH PTH	done done
			Staff sign in using ID cards at the front or back of school and do not use the touch screen.		In place.		

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			Works necessary to maintain the building that cannot be carried out by in-house staff will be undertaken by contractors before/after school or at the weekend.		Agreed by Robertson FM on 21.05.20 (Nick Ince).		
			Works will only be permitted during the school day in an emergency and where the contractor will not come into contact with pupils/school staff e.g. roof leak, boiler failure etc.		Agreed by Robertson FM on 21.05.20 (Nick Ince).		
			Contractors will be met on arrival by site staff e.g. caretaker and reminded about social distancing before commencing work.		Agreed by Robertson FM on 21.05.20 (Nick Ince).		
			Arrangements for deliveries are in place		Agreed by Robertson FM on 21.05.20 (Nick Ince).		
			Arrival/reception areas are reconfigured to encourage social distancing		Current arrangement to be reviewed in consultation with Reception staff.	ARA/LCH	done
			If no screen is already in place school will consider whether a temporary plexi-screen be installed		Acrylic screens currently in use.	LCH	done
			Hygiene stations are in place, with instructions to use it, prior to entering the building		Additional hand sanitising stations purchased and positioned.	LCH/PTH	done
			The wearing of face coverings Pupils and staff will wear face coverings when moving around the school and in communal areas (excluding in classrooms). Visitors to the school will be asked to wear a face covering There is a contingency supply of reusable face coverings which can be provided to pupils who may have forgotten to bring their own to school or whose own has become soiled. Staff will be advised to be sensitive to pupils and colleagues who are exempt from wearing a face covering. Nobody will be refused entry to the school on the basis of them not wearing a face covering. School will communicate how to wear face coverings safely to pupils and staff: <ul style="list-style-type: none"> Wash/sanitise hands before putting the face covering on. 		Signage updated.	PTH	done
					Communicate to parents (letter) and staff (email)	ARA	Done
					Visitor protocols in place In place	LCH, RFA	Done
					Staff briefing 01/09 Pupil presentations on return	ARA	01/09 02/09
					Parents' letter, staff and pupil briefings	ARA	01/09

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			<ul style="list-style-type: none"> •Avoid wearing it around neck and forehead •Do not touch the front of the face covering whilst wearing it or removing it. •Change the face covering if it becomes damp •Wash/sanitise hands before removing the face covering. •Only touch the straps, ties or clips when removing. •Dispose of single use covering in a covered bin or place reusable covering in a plastic bag to be taken home. •Wash/sanitise hands once the face covering has been removed. 				
			<p>In Class</p> <p>Certain activities will not be taught e.g. PE team sports</p> <p>Where the 2m distance cannot be maintained individuals will be side by side or back to back rather than directly facing and for as short a time period as possible.</p> <p>Unnecessary furniture will be removed where possible, to increase space.</p> <p>Where possible windows will be open to aid ventilation</p> <p>Some classes will be taught outdoors where practicable and weather permitting</p> <p>Teaching staff should, as far as possible, maintain 2m away from colleagues and pupils, remaining at the front of the class.</p>				
			<p>Moving around school</p> <p>The school has identified specific pinch points</p> <p>The route of traffic has been identified and marked out on the floor e.g. route dividers for corridors and distance markers</p>		<p>Addressed in curriculum</p> <p>All rooms to be arranged to facilitate pupils facing forwards. In ICT and Music rooms, pupils face each other (at a distance > 2m) but have clear screens in between.</p> <p>Storage solution explored. Furniture to be removed 01/09</p> <p>Majority of PE activities will be delivered outdoors.</p> <p>Guidance within staff protocols Tape in classrooms to emphasise boundaries and some screens to support boundaries.</p> <p>Key points identified</p> <p>Clear routes identified and marked out.</p>	<p>PTH</p> <p>LCH</p> <p>JBE</p> <p>ARA LCH, PTH</p> <p>RHO</p> <p>RHO, PTH</p>	<p>In place</p> <p>done</p> <p>01/09</p> <p>In place</p> <p>In place</p> <p>done done</p> <p>done</p> <p>done</p>

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			Where schools have sufficient staircases, they are dedicated either up or down		Stairs are one-way in line with flow routes.	RHO	done
			Time spent within 1m of anyone should be minimised and face to face contact avoided.		New protocols for movement communicated to pupils and staff to ensure minimal contact.	RHO, PTH, ARA	done to share 01/09
			Timetabling should try to allow for groups being kept apart and the minimum of movement around the site.		Year groups will arrive and leave at different times and will have break and lunch at different times. All pupils will move within new guidelines. Registration as a separate period has been removed to reduce movement.	ARA	done
			Supervision in place to prevent silly behaviour		All staff to supervise movement other than those classed as vulnerable. Include in staff protocols.	ARA	01/09
			Only 1 person permitted in lifts at any one time. Where the user of the lift requires assistance the two users should be positioned back to back as far as is practicable. Signage to be displayed to advise of limits on number of users of the area at any one time		Protocols written and shared with pupils who have lift passes and all staff. Signage in and around lifts to this effect.	ARA	ready to share
			As far as possible, class groups are kept together and in the same room negating the need to move around school.		Registration, full break and full lunchtime have been removed to minimise movement. Pupils will move in line with new guidance.	ARA	done
			Toilet use is supervised to prevent too many pupils entering at once.		Protocols shared with staff and pupils and displayed as appropriate.	ARA	01/09
			Where practicable, teachers will move to different classes rather than the pupils		Taking into account the health and wellbeing of staff and adequate supervision of pupils, pupils will move, with their bubble, between lessons. Systems and supervision will ensure safe and sensible movement.	ARA	done
			Communication with staff is done electronically as far as possible.				In place

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			Lunchtimes/consumption of food				
			Clear signage on hygiene, hand washing and the use of hand sanitisers			ARA	done
			Hand cleaning before and after eating food		In pupil protocols	ARA	done
			Lunch times staggered for both pupils and staff		In place	RHO	done
			Lunch seating areas restricted to 1 person per table or considering social distancing measures with no directly face to face seating.		Lunch times are shorter, and pupils will have seating but no tables. After purchasing food, pupils will go outside which reduces risk further.	ARA	done
			Cleaning of tables between users		Where pupils do need to use a table, these will be cleaned in between uses. Agreed with RFM.	ARA	done
			The bringing of a full personal water bottle each day is encouraged.		Communicated to parents via letters.	ARA	done
			Water fountains can be used with additional control measures in place.		Water fountains to be sanitised/flushed prior to use as part of cleaning protocols.	ARA, LCH	01 Sep
					Signage in place to prohibit face-to-tap drinking. Water fountains are to be used ONLY to refill personal water bottles or containers	ARA, LCH	01 Sep
			Office/Support staff				
			Where feasible and appropriate for members of staff to work from home consideration will be given to this		ARA to review in line with guidance. Latest guidance indicates that it is unlikely that	ARA	ongoing.

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					school jobs can be done from home. Individual RAs as necessary.		
			Small offices are restricted to single occupant use only		Review and relocate staff if necessary	ARA, LCH	done
			The use of staff rooms should be minimised.		Communicated to staff Jul 20, to be included in revised protocols	ARA	done
			Signage is used to reinforce the message and to advise of areas which should be restricted to one person at a time.		Lifts only	ARA	done
			Reprographics areas restricted to single user where possible		Removal of science materials to new building. Procedure for printing included in staff protocols	Sci ARA	? done
			Vulnerable persons				
			Extremely clinically vulnerable/clinically vulnerable/vulnerable staff members are identified and an individual risk assessment is completed with them to identify any additional control measures for them beyond those in place generally.		RAs to be reviewed for start of term.	ARA	01/09
			Individual risk assessments will be carried out for pupils identified as extremely clinically vulnerable, clinically vulnerable, vulnerable or as having behaviours which can increase the risk of transmission of covid-19 (eg spitting or biting)		Pupils to be identified and RAs completed	DJO AGA JRO	02/09
			Staff or pupils arriving at school unwell or become unwell whilst in school				
			They will be sent home and advised to follow the staying at home guidance to self-isolate for at least 10 days and arrange to have a test. https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance		Referenced in protocols for staff and pupils. Advice will be given that other members of their household should self-isolate for 14 days from when the symptomatic person first had symptoms.	ARA to review	ongoing

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			Whilst a child is awaiting collection, they will be moved, if possible and if appropriate, to a room where they can be isolated behind a closed door.		Isolation room and a backup to be identified and prepared	LCH, ARA	02/09
			PPE should be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained or if contact is necessary.		In first aid protocols. To be reviewed and updated prior to start of term.	AGA	01/09
			If possible a window will be opened for ventilation				
			Where it is not possible to isolate them, they are relocated to an area which is at least 2 metres away from other people.		In first aid protocols.	LCH, AGA	done
			The area around the person with symptoms will be cleaned and disinfected with standard cleaning products after they have left		Everyone must wash hands thoroughly for 20 seconds after contact with someone who is unwell. First Aid protocols.	LCH, AGA	done
			Pupils that need to go to the bathroom while waiting to be collected are told, if possible, to use a separate bathroom.		Designated toilet to be allocated for September	ARA, LCH	02/09
			The bathroom will be cleaned and disinfected using standard cleaning products before being used by anyone else.		Included in FM cleaning regime	LCH	done
			The school will engage with the NHS test and trace process			ARA	As required
			A step by step document has been provided by Public Health to assist schools in identifying the correct steps to follow.		To be shared with all staff	ARA	01/09
			There is a dedicated Public Health e mail which schools may contact for further advice and clarification on actions to be taken. Covid-19@tameside.gov.uk				

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			<p>First Aid</p> <p>A first aid needs assessment has been completed to determine first aid provision based on the workplace setting, occupants and the hazards and risks that may be present in school</p> <p>Staff that hold a first aid certificate that expires on or after 16 March 2020 and cannot access requalification training because of coronavirus have applied for a 3-month extension</p> <p>Assistance should be given from a safe distance as far as possible to minimise the time in a shared breathing zone.</p> <p>When responding to incidents, PPE should be worn by staff if a distance of 2 metres cannot be maintained or if contact is necessary. The provision of PPE should be determined based on anticipated risk of contamination from respiratory secretions, droplets of blood or other body fluids.</p> <p>After contact with injured persons, first aiders are advised to clean their hands thoroughly with soap and water or hand sanitizer at the earliest opportunity</p> <p>https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm</p> <p>Educational Visits</p> <p>Overnight and overseas educational visits will not take place.</p>		<p>First aid protocols reviewed and updated as necessary. Any changes communicated to relevant staff.</p> <p>NB - The HSE has set a final date of requalification for expired certificates affected by Covid-19 of 30th September 2020</p> <p>3 staff affected, training identified</p> <p>Included in first aid protocols</p> <p>Included in first aid protocols. Training for all first aiders prior to reopening.</p> <p>PPE should be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained or if contact is necessary.</p> <p>Included in first aid protocols. Training for all first aiders prior to reopening.</p> <p>This will be reviewed based on government guidance</p>	<p>AGA, LCH</p> <p>AGA</p> <p>AGA</p> <p>AGA, LCH</p> <p>AGA</p>	<p>done</p> <p>done</p> <p>done</p> <p>01/09</p> <p>done</p>

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			<p>Visits will only be considered when deemed safe and where Covid-secure measures are in place</p> <p>Extra-curricular provision</p> <p>Provision will maintain school day bubbles or, where this is not possible, small consistent groups.</p> <p>Contact sports will not take place.</p> <p>Where possible activities will take place outdoors</p> <p>Music</p> <p>Singing, wind and brass playing will not take place in large groups (eg school choirs and ensembles or in assemblies)</p> <p>Music lessons will be appropriate within current guidance and windows will be open where possible</p> <p>Wind and brass instruments will not be shared.</p> <p>Keyboards will be wiped down before and after use</p> <p>Practice rooms will be used such that social distancing is maintained, including by peripatetic teachers</p>		<p>This will be reviewed based on government guidance</p> <p>No extra-curricular provision as term starts. To be reviewed when all new systems and procedures are safely established.</p> <p>Revised PE curriculum in place</p> <p>Revised PE curriculum in place</p> <p>Revised Music curriculum in place</p> <p>In place</p> <p>Protocols in place for music rooms</p> <p>Protocols in place for music practice rooms</p>		
Indirect transmission of COVID-19 virus from contact with contaminated surfaces	<p>School employees parents, pupils and the general public</p> <p>Ill health (E.g. Respiratory symptoms, fever, cough, shortness of breath</p> <p>In more severe cases, infection can cause pneumonia, severe acute respiratory</p>	H	<p>General Measures</p> <p>School Employees are advised to follow NHS guidance on coronavirus (COVID-19) Covid-19-guidance-for-employees</p> <p>School leaders are advised to follow the NHS and DfE guidance for employers and schools on COVID-19. Covid-19 Guidance to employers Implementing protective measures in education and childcare settings</p>	M	<p>Managers should regularly refer to latest guidance https://www.gov.uk/coronavirus</p> <p>Management will regularly monitor new measures being introduced by government to reduce risk</p>	SLT	Ongoing
						SLT	Ongoing

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	syndrome, kidney failure and even death)						
			<p>Specific Measures As per direct transmission and in addition:</p> <p>Hygiene stations at all entrances are in place, with instructions to use it, prior to entering the building.</p> <p>Where hand sanitiser is available in locations around the school it should be used in addition to hand washing.</p> <p>Pupils with complex needs will be assisted to clean their hands properly.</p> <p>Pupils and staff are advised to ensure they wash their hands for 20 seconds more often than usual with soap and water or use hand sanitiser.</p> <p>Catch it, bin it, kill it approach is followed to encourage good respiratory hygiene. There should be enough tissues and bins available in school.</p> <p>Posters will be displayed in school to remind everyone of public health advice</p> <p>Classrooms in use are thoroughly cleaned at the end of the day</p> <p>Objects and surfaces that are touched regularly are disinfected using standard cleaning products as they would normally be and, where there is visible contamination, before being used by anyone else.</p> <p>Particular attention is paid to frequently touched areas and surfaces, such as bathrooms, grab-rails in corridors and stairwells and door handles.</p>				
					Sufficient hand washing or hand sanitiser stations are available. RFM to refill stations daily.	LCH	done
					Sanitiser stations are located at entry points, within circulation spaces and within classrooms and staff work areas.	ARA/LCH/PTH	done
						JRO	02/09
					Staff and pupil protocols and signage.	ARA	done
					Staff and pupil protocols and signage.	ARA	done
					Hand cleaning routines will, as far as possible, be built into the day; <ul style="list-style-type: none"> ● On arrival at school ● On return from breaks ● When there is a change of room ● Before and after eating 	ARA	done
					Within RFM cleaning schedule.	LCH	in place
					Included in RFM cleaning schedule	LCH to liaise	in place
					Included in RFM cleaning schedule	LCH to liaise	in place

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			Wipes provided throughout school to support good hygiene.		Pupils directed to wipe desks, keyboards and mice before use (staff and pupil protocols)	ARA	in place
			Where pupils are unable to maintain good respiratory hygiene due to complex needs a risk assessment should be completed to ensure controls can be put in place to support them and the staff working with them.		Individual Risk Assessments	JRO	02/09
			Unnecessary items are removed from classrooms where possible.		LA to support with storage option	LCH to liaise	done
			Individual frequently used equipment should not be shared, eg pens and pencils		Included in staff and pupil protocols and letters to parents.	ARA	in place
			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		Wedges provided where appropriate		done
			Resources that are shared between classes or bubbles (sports, art and science equipment for example) must be cleaned frequently and meticulously and always between bubbles or rotated to allow them to be unused for 48 hours (72 hours in the case of plastics)		Included in staff protocols.	ARA	done
			Cleaning staff are on hand during the day		Included in RFM cleaning schedule	LCH to liaise	in place
			General cleaning is done in line with the guidance for non-healthcare settings Covid-19-decontamination-in-non-healthcare-settings		Assurance from RFM that up to date PHE guidance is being followed.	LCH to liaise	done
			Cleaning regimes and responsibilities are clarified in schools which have external organisations providing FM/cleaning services.		Included in RFM cleaning schedule	LCH to liaise	in place
			Rooms used to isolate pupils (whilst awaiting collection by parents) will be cleaned and disinfected using standard cleaning products before being used by anyone else.		Included in RFM cleaning schedule	LCH to liaise	in place

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			Consider the use of paper towels instead of hand driers		HSE advice states that “Regular hand washing for 20 seconds and/or sanitising is the main way to clean any potential contamination from your hands and dry them with paper towels or hand driers. Hand driers will be used in school.	ARA	in place
			Consider ventilation systems within the building to ensure they are in line with guidance.		Throughout the school there are 3 types of mechanical ventilation/cooling: Air Conditioning (AC), Air Handling Units (AHU) and Heat Recovery Units (HRU). RFM confirm that “The ventilation is all set up to industry best practices, which are: AC should be switched off in all occupied spaces, as this recirculates air. AHU should remain on, as this supplies clean fresh air and extracts dirty air, externally. HRU should be switched off in all occupied spaces, as the supply and extract air cross over to aid heat recovery, which could potentially contaminate the supply air.”	Nick Ince (RFM) to LCH	In place
Inadequate premises checks due to lack of staffing	School employees and pupils Serious injury or ill health due to complete/partial failure of key plant/equipment e.g. fire alarm.	M	All statutory checks and PPMs are maintained and up to date Where possible checks take place before or after school or away from other persons Assurances are sought from external organisations providing FM services.	L	Assurance from RFM	LCH to liaise	in place
Stress and anxiety	Stress-related health issues of school employees	M	Employees are encouraged to discuss any health issues/problems they may have with their line manager.	L	Included within staff protocols	ARA	done

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Review Date	Reviewed By	Amendment
18/08/20	ARA, LCH	Several – updated as of 18/08 to ensure readiness for the start of term and full reopening of school. Query re face-coverings to be resolved. Awaiting guidance from RFM/LA re water fountains.
21/08/20	Covid Oversight Committee (COC)	Approved by committee. Next meeting 23/09/2020. Send to LA.
24/08/20	ARA, LCH	Approved by LA. 7 day isolation period amended to 10 days
30/08/20	ARA	Additional guidance from LA relating to: face masks – to be used in circulation spaces by staff and pupils drying hands – hand driers confirmed as safe water fountains – now refitted to allow filling of water bottles Additional comment re ventilation systems