

# RINWALL Risk Assessment - 815RA

Internal Reference: (Covid19) Information valid as of 24/02/2021 14:58





# **REVIEW REQUIRED**

This assessment is due for review by 26/03/2021.

### **≡** General Details

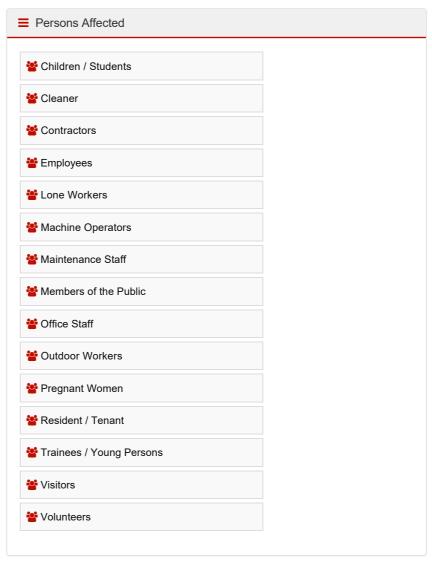
Assessor	Kate Sicolo
Assessment Date	24/02/2021
Assigned Reviewer	Kate Sicolo
Next Review Date	26/03/2021
Operation Assessed	Site - Coronavirus September 2020 operations - Fowey



## Description of work area and/or activity assessed

Controls and processes to provide a safe environment for Students, Staff and Visitors coming to school following reopening on 8th March 2020.





#### Hazard Information Task Status **Current Rating** Welfare Medium

1) Mixing staff delivering lessons or supervision between groups increases the potential for cross contamination.



#### Measures Currently in place to prevent risk of injury

Application of social distancing measures, sanitising hands and surfaces at regular intervals, adult supervision being in place all reduce the likelihood of transmission from person to person.

The mixing of students between groups, and staff delivering lessons and supervision does not increase the likelihood element from "Possible" to "Likely"

Children will remain in class bubbles for all learning. At break and lunchtime children will mix across two bubbles (one shared bubble). Project work may also be undertaken in this larger bubble. Children will eat in the hall with the other class from their larger bubble. Wherever possible, staff will work across one larger bubble but it will be necessary for staff to work in different bubbles at different times.

Regular reminders for children about the importance of maintaining the bubbles and staying with their class.

TA staff from within bubbles to be used as alternative to supply staff wherever possible.

Close records to be maintained of staff allocations so that contacts can be quickly and reliably traced if needed.



Current Rating	Hazard Information	Task Status	
Medium/High	Biological 2) Separation of bubbles	0 0 0	
	Measures Currently in place to prevent risk of injury		
	Children to remain in their class bubble or their larger bubble of two classes at all times. Contact between bubbles to be as low as possible and children should not mix. Parents advised to keep children with them on pick up and drop off to reduce mixing.		
	There should not be a group gathering of the year group for assemblies or collective worship- at no ptogether. In a Fire/ evacuation children should line up at opposing ends of the playground where distable at least 6m.	• .	
	Allocated table spaces to be used to ensure that children's contacts can be quickly identified.		
	Mealtimes will be staggered to minimise concurrent movement around the school site. Children advis classroom once in the hall.	ed not to return to	



**Current Rating** Hazard Information Task Status Medium/High **Biological** 3) PE Separation distances at school

Measures Currently in place to prevent risk of injury

AfPE have issued guidance for PE.

Separation distances must be maintained at all times.

No changing will be required for planned sessions.

PE Staff must plan lessons to ensure that students maintain separation distance at all times.

No contact or close proximity sports to be played until further notice.

All equipment will be required to be cleaned between year bubbles

PE timetabled across the week so that only one bubble is undertaking PE at any one time. Where possible, all PE to be taught outside. Children to use their own outdoor space where possible so that there is no mixing between groups.

PE calendar amended so that lowest risk activities which require little or no contact (e.g. cricket and athletics) are practiced during the winter months. Yoga to be delivered outdoors wherever possible or with single bubbles with a distance of at least 1m between every child in large space.

Hall to be well ventilated during any sports activities.

Children to wear trainers to school- no changing into PE kits in the Autumn term so no need for changing spaces to be shared between bubbles.

All shared equipment to be labelled when used and then not used for 72 hours. Sports timetabled throughout the year to ensure that there should be minimal need for equipment sharing (e.g. no two bubbles to do basketball in the same term).

Potential Rating	Additional Controls Required
Medium/High ■ ■ ■	No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating Hazard Information Task Status

Medium/High 4) Use of shared equipment by students in practical subjects

Measure Current is place to present its left in increase.

Measures Currently in place to prevent risk of injury

Guidance has been issued by CLEAPSS for Science, DT and Art on how this can be achieved safely in science labs 08/07/2020.

Individual pouches of new equipment purchased for all children.

Enough equipment (e.g. play dough) provided for each child to have their own set and disposed of at the end of each day.

All EYFS equipment used to be cleaned each night.

Shared large equipment (e.g. PE equipment) labelled once used by a group and then stored in PE cupboard/ maths cupboard etc until 3 days have passed.

Equipment not to be used by any other group in this time.

Library timetabled to ensure bubbles do not cross and that it is only used by children from one larger bubble each day.

Children have all their own equipment and should not share any equipment with peers. Any individual equipment (e.g. unifix cubes, bead strings) to be cleaned between children.

Potential Rating	Additional Controls Required
Medium/High	No Remedial Actions Entered  If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Medium/High	Behaviour 5) Student misbehavior during lockdown	0 0 0
	Measures Currently in place to prevent risk of injury	
	High expectation of behaviour for key worker/vulnerable children. Conversations with individual parer ensuring excellent behaviour while school is under reduced staffing/capacity. Behaviour policy include shared with all staff and parents prior to return. All staff to include Zones of Regulation teaching for the toput actions in place to help children proactively preempt negative behaviour. Focus on rewards an consistently following Golden Rules.	ng covid amendment to be ne first three weeks of term
	Behaviour plans in place for all children who struggle to maintain appropriate behaviour. Plans share relevant staff before we return on 8th.	d with parents and all

Medium/High  No Remedial Actions Entered  If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.	Potential Rating	Additional Controls Required
	Medium/High	If there are any reasonably practicable actions which can be taken to reduce the risk associated

**Current Rating** Hazard Information Task Status Medium Safeguarding 6) Students at risk due to Safeguarding Systems not being in place Measures Currently in place to prevent risk of injury Vulnerable students are identified and attendance monitored to ensure their safety. Regular contact maintained with all children with known social workers. School to have a professionally curious approach and to raise concerns as needed. School to escalate using professional differences policy if needed.



Current Rating	Hazard Information	Task Status
Medium/High	Biological 7) Coronavirus (Covid-19) Safe Separation distances being breached	0 0 0
	Measures Currently in place to prevent risk of injury	
	The guidance is to have 1+m between people at all times. Due to the size of classrooms at Fowey this possible. Furniture to be placed in a way which best minimises pupil contact. Pupils to be allocated a tat all times to ensure that there is minimal mixing. Group sizes during the lockdown reduced to 15 child distancing.	table space which is used
In order to reduce possible cross-contamination we will continue to use a set seating plan. Children will he will not move for English, Maths and Projects. The class teacher will circulate around the room but will enany one specific group of children is kept to less than 15 minutes.		
	Children to remain in class bubbles throughout the day.	
	Access to classrooms will be by external doors where possible.	
	The main corridor has 2m distanced marking which are used to line children up at the beginning and groups. 2m distance must be maintained during pick up and drop off as bubbles are mixed. Children doors to ensure that people attending are spread out and remain outside.	, ,
At breaks students are to be supervised by sufficient staff to ensure that distancing is maintain		
	Mealtimes will be staggered to minimise concurrent movement around the school site.	
	Where intimate care is to being provided to a student, suitable PPE is to be worn to protect staff. Individual intimate care plans to form part of individual risk assessments for those children. An individual risk assessment must be in place for any child requiring personal care during the lockdown.	
Where possible, children seated facing forwards.		



Current Rating Hazard Information Task Status



#### Biological

8) Cross contamination between classrooms and users







Measures Currently in place to prevent risk of injury

Education Covid-19 poster used around the school. All classrooms have sinks for hand washing.

Hand sanitiser foam/gel available at all entry and exit points- children to be trained to use this regularly throughout the day. All children to sanitise hands on arrival at school and then as entering classroom. Agreed points throughout the day for hand washing and hand sanitising.

Lessons held with all children on the importance of hand washing and making sure this is done correctly.

Classrooms to be cleaned at the end of the school day employing sanitising agents to include keyboards and touch-screens. Particular attention is to be paid to contact areas such as doors and desks. Staff to clean high contact areas regularly throughout the day. Cleaning caddies of cleaning equipment provided in every room.

Anti-microbial film used on high contact areas. Tersano fluid used in all classrooms. All staff trained by site manager to use Tersano and clearly informed that the fluid must be replaced every 24 hours.

Black bin bags will suffice to collect non-bio routine waste and used sanitising wipes.

Yellow bio hazard bags should be used for personal contact Personal Protective Equipment (PPE) when finished with or any waste from children with symptoms. Yellow bins placed in Green Room, medical room and in isolation room.

All building users should wash their hands following the Public Health England (PHE) instructions whenever practically possible.

Promote the 'catch it, bin it, kill it' approach in all classrooms with snuffle stations set up. Spare jumpers available in classrooms for any contaminated during the school day.

For individual and very frequently used equipment, such as pencils and pens, all staff and pupils have been provided with their own items which are not shared.

Classroom based resources, such as books and games, can be used and shared within the bubble; these should be cleaned regularly, along with all frequently touched surfaces. Separate procedure in place for reading books and use of the library.

Resources that are shared between classes or bubbles, such as sports, art and science 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.

Outdoor playground equipment is located within the bubbles for individual bubble use only. Children from different bubbles should never use the equipment of another.

Fogging system now in place- all hard surfaces to be fogged at least once every 30 days. Caretaking staff trained in use of fogger and new cleaning system.

Potential Rating	Additional Controls Required
Medium/High	No Remedial Actions Entered  If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

**Current Rating** Hazard Information Task Status Medium/High Fire Safety 9) Fire Assembly Points and Routes breaching Safe Separation guidance Measures Currently in place to prevent risk of injury

Safe separation of 2m is to be maintained as far as practical when evacuating from the building between year group bubbles

Assembly points have been positioned with signage and will be advised for each group and separation distances enabled

No unannounced drills will take place, a walk through will be planned during the first weeks back in school to familiarize staff and students with the new routine.

Children will all use an external exit door as per usual procedure. External doors feed onto path- it will be impossible for children to maintain distancing while on this path. Risk minimised by being outdoors and adults ensuring that children move swiftly and calmly maintaining their bubbles wherever possible.

Children to return into the building in bubbles with sufficient gap in between to ensure adequate distancing.

Medium/High  No Remedial Actions Entered  If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.	Potential Rating	Additional Controls Required
		If there are any reasonably practicable actions which can be taken to reduce the risk associated

Current Rating	Hazard Information	Task Status
Low	Travel 10) Home to school transport	0 0 0
	Measures Currently in place to prevent risk of injury	
	All children attending school during lockdown are brought by their parents/ family chosen childcare.	

Potential Rating	Additional Controls Required
Low	No Remedial Actions Entered  If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

between class bubbles.

Current Rating	Hazard Information	Task Status
Medium/High	Other (See: Hazard Details) 11) SEND provision to students with education, health and care plans.	0 0 0
	Measures Currently in place to prevent risk of injury	
	All children with EHCP have individual risk assessments in place.	
	No pupils are currently classified as clinically extremely vulnerable.	

Potential Rating	Additional Controls Required
Medium/High	No Remedial Actions Entered  If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Medium/High	Biological 12) Staff and students classed and extremely clinically vulnerable, clinically vulnerable or BAME at increased risk.	0 0 0
	Measures Currently in place to prevent risk of injury	
	Each member of staff or student who is clinically extremely vulnerable has a personal risk assessment outlining the control measures for them.	
	Risk assessments to be reviewed regularly.	
	Children who are assessed as CEV are currently advised to remain at home. The school will need to guidance without specific guidance from a medical professional contradicting previous shielding advice	•

Potential Rating	Additional Controls Required
Medium/High	No Remedial Actions Entered  If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

**Current Rating** Hazard Information Task Status Medium/High Welfare 13) Lack of socially distance staff welfare facilities Measures Currently in place to prevent risk of injury Staff welfare areas are only used a staff rest space. No work areas within staffroom. Staff are designated to two different rooms so that numbers are reduced and social distancing is possible in both spaces. Contractors and visitors should not use staff rooms. Staff asked to ensure only 1 person in PPA room or copier room at any time. Door to staff room to remain open when in use to promote good ventilation.

Potential Rating	Additional Controls Required
Medium/High	No Remedial Actions Entered  If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Medium/High	Other (See: Hazard Details) 15) Lack of PPE to carry out normal operations	0 0 0
	Measures Currently in place to prevent risk of injury	
	The task should be re-assessed if the hazard requiring PPE can be eliminated.	
	Staff informed that no task should be undertaken if the appropriate PPE, as set out in the task's risk assessment is not available.	
	A good stock is in place of PPE. Disposable masks available in main office and in every classroom. C monitor stock levels and reorder as needed.	atherine Dowrick will
	Full PPE including respirator masks is required for AGP carried out on site. Risk assessment for specequipment. Additional stocks held onsite and more ordered as needed.	ific child includes this
	Staff instructed that no personal care or AGP should be done without sufficient PPE. If an emergency from KSi or MB if KSi out.	, advice should be sought

Potential Rating	Additional Controls Required
Medium/High	No Remedial Actions Entered  If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating Hazard Information Task Status

Medium/High 17) Poor ventilation in work spaces

Measures Currently in place to prevent risk of injury

All rooms at Fowey have opening windows, many have skylights and all classrooms have external doors which open to the field. Door stops provided in all classrooms and windows to be open to allow a continuous flow of air through the room.

Be mindful that fire doors must be closed when there is no one in the room.

One window to be opened at all times, Ideally internal doors to also be open- but this may not be possible due to noise in the building etc. Outside doors to be open when the weather allows.

Potential Rating	Additional Controls Required
Medium/High	No Remedial Actions Entered  If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Pating	Hazard Information	Task Status	
Current Rating	nazaru iiiloimation	Task Status	
High	Biological 18) Confirmed case of COVID-19	0 0 0	
	Measures Currently in place to prevent risk of injury		
	Schools must ensure they understand the NHS Test and Trace process and how to contact their local Health Protection team. School is registered with Track and Trace- QR code displayed in main recept	ŭ	
	Headteacher has completed the PHE webinar for school return and PHE webinar on Covid-testing.		
	PHE South West Centre Health Protection Team, Follaton House, Plymouth Road, Totnes, TQ9 5NE Phone: 0300 303 8162 option 1 then option 1		
	Out of hours for health professionals only: 0300 303 8162 (option 1)		
	Flowchart of actions displayed throughout school and key staff fully trained in what actions should be taken if a case is confirmed.		
	Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to:		
	<ul> <li>book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have sent home to self-isolate if they develop them in school. All children can be tested, including children aged 11 and under will need to be helped by their parents/carers if using a home testing kit</li> </ul>		
	• provide details of anyone they have been in close contact with if they were to test positive for corona asked by NHS Test & Trace	avirus (COVID-19) or if	
	• self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) stests positive for coronavirus (COVID-19)	symptoms or someone who	
	Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet.		
	https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-an-antigen-test-to-check-	if-you-have-coronavirus/	
	Schools should ask parents and staff to inform them immediately of the results of a test:		
	• if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (CO' isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avo people until they are better. Other members of their household can stop self-isolating.		

normal. Other members of their household should continue self-isolating for the full 14 days.

• if someone tests positive, they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to

• If schools have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus

**Current Rating** 

Hazard Information

Task Status

(COVID19) is suspected, they may have an outbreak, and must continue to work with their local health protection team who will be able to advise if additional action is required.

If anyone refuses to have a test and has symptoms, school will contact PHE for advice on how to proceed which may include isolating other children as a precautions.

Cleaning and disinfection

Public areas where a symptomatic individual has passed through and spent minimal time, such as corridors, but which are not visibly contaminated with body fluids can be cleaned thoroughly as normal.

All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including:

- objects which are visibly contaminated with body fluids
- · all potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells

Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings, following one of the options below:

- use either a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine
- a household detergent followed by disinfection (1000 ppm av.cl.). Follow manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants
- if an alternative disinfectant is used within the organisation, this should be checked and ensure that it is effective against enveloped viruses.

Avoid creating splashes and spray when cleaning.

Any cloths and mop heads used must be disposed of and should be put into waste bags as outlined below.

When items cannot be cleaned using detergents or laundered, for example, upholstered furniture and mattresses, steam cleaning should be used.

Any items that are heavily contaminated with body fluids and cannot be cleaned by washing should be disposed of.

Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues):

- 1. Should be put in a plastic rubbish bag and tied when full.
- 2. The plastic bag should then be placed in a second bin bag and tied.
- 3. It should be put in a suitable and secure place and marked for storage until the individual's test results are known. Waste should be stored safely and kept away from children. You should not put your waste in communal waste areas until negative test results are known or the waste has been stored for at least 72 hours.

Regular PHE information will be shared with parents via e-mail and social media (e.g. how to correctly use a covid test kit, locations of priority post boxes) to ensure that awareness of what to do is high among families in advance of tests being needed.

Potential Rating Additional Controls Required High No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

**Current Rating** Hazard Information Task Status Medium Other (See: Hazard Details) 20) Contractors access for essential work during lesson school times

#### Measures Currently in place to prevent risk of injury

Contractors are to be arrange outside of school times as far as reasonable practicable. Information sheet for contractors given to all when they arrive on site.

All contractors required to wear a mask when in possible contact with children. Contractors should not enter rooms being used by children or staff except in an emergency. Wherever possible rooms should be cleared and ventilated before a contractor enters the space.

Contractors that are required to operate during these times should submit their Risk Assessment Matrix (RAMS) to the school on the steps they have put in place to minimise cross contamination from them moving between sites.

Contractors are to follow all process and procedures at the school and maintain 2m social distancing from all staff and students at all times.



**Current Rating** Hazard Information Task Status Medium/High **Biological** 21) First Aid for illness, injuries or suspect Coronavirus infection

Measures Currently in place to prevent risk of injury

Illness:

Basic Life Support (BLS):

BLS guidance has changed for the duration of the pandemic.

Children and infants BLS guidance remains as previously published, including rescue breaths.

Adult BLS does not employ rescue breaths, use CPR compressions only until the emergency services arrive and take over.

Injuries:

To treat injuries the separation distance will necessarily be dispensed with.

Minimum number of people to deal with the casualty, using barrier contact / contamination prevention - gloves, mask, plus apron or suit if time permits.

Carefully clean up surfaces affected with sanitiser, dispose of bio-waste in yellow bags

Coronavirus (Covid-19):

Coronavirus symptoms are a fever / high temperature or a new, continuous cough or loss of the sense of smell or taste.

Students with suspect Coronavirus symptoms will require the person to be segregated when showing symptoms seek advice from NHS 111.

Adults with suspect Coronavirus symptoms will require the person to be segregated, alternatively if they have transport they should leave the site as soon as practical.

A protocol for the management of groups where one member of the group shows symptoms of Covid-19 and goes home is to be in place:

Those they have been groups with should monitor their health for 14 days, the likelihood of transmission in school is very low due to the distancing and cleaning regimes.

Areas where those displaying symptoms have been are to be thoroughly sanitised.

Please see attached school documents

Potential Rating Additional Controls Required Medium/High No Remedial Actions Entered If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Related Files