



February 2022 COVID-19 Risk Assessment

Location / Site	Ridgeway Primary School
Activity / Procedure	Updated Covid-19 Risk Assessment
Assessment date	Last updated Feb 24th 2022

Identify people at risk	YES or NO
Employees	YES
Children	YES
Visitors	YES
Contractors	YES

As a result of our reflections, feedback and observations over 2020-2021, we have made some alterations to previous routines: e.g. staggered timings EYFS and KS1, alterations to dropping off arrangements, staggered lunches /breaks and allocated playground areas, cleaner on site. A number of these measures will support our risk assessment but are not driven by our risk assessment, as these changes would have been implemented anyway.

Current situation – the Government have moved to a 'Living with Covid' model.

Government guidance for schools states:

Our priority is for you to deliver face-to-face, high quality education to all pupils. The evidence is clear that being out of education causes significant harm to educational attainment, life chances, mental and physical health.

Control measures

You should:

1. Ensure good hygiene for everyone.
2. Maintain appropriate cleaning regimes.
3. Keep occupied spaces well ventilated.
4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.

You should make sure your outbreak management plans cover the possibility that in some local areas it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups.

Full guidance:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1057106/20224_Schools_guidance.pdf

This risk assessment is written in line with the current government guidance for schools.

Area of Risk	Colour code
Whole school risks	Green
Group specific risks	Blue
Staff specific risks	Yellow

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<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
1. Risk of spreading the virus due to close contact with a child or adult who is ill or displays symptoms of the virus - resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ul style="list-style-type: none"> When an individual develops COVID-19 symptoms or has a positive test pupils, staff and other adults should follow guidance on People with COVID-19: Adults and children who test positive will continue to be advised to stay at home and avoid contact with other people for at least 5 full days, and then continue to follow the guidance until they have received 2 negative test results on consecutive days. If a parent or carer insists on a pupil attending your school where they have a confirmed or suspected case of COVID-19, you can take the decision to refuse the pupil if, in your reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. All contractors / visitors (except perspective parents see section 11) to complete disclaimer. If any child becomes unwell or displays symptoms while onsite, they should immediately be escorted to the Acorns office. The child should isolate in this room until they are collected. Where possible the adult should wait outside the room. The supporting adult should notify the office / HST who will call family to collect the child immediately. If it is an adult member of staff, next of kin should be contacted. If an adult displays symptoms of Covid-19, while onsite, then they should notify the HST / SLT member and go home to self-isolate. If the adult needs to wait to be collected / is too unwell to go home alone, HST person id made aware and monitoring from a distance. The room will be closed after and cleaned by cleaners / staff (who volunteer). PPE: Government guidance states: PPE is only needed in a very small number of cases including if a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn. <p>Remote learning for children isolating (if well enough)</p> <ul style="list-style-type: none"> A clear plan for remote learning and contact with the teacher for any children needing to isolate so that there is minimal impact on education, and children are encouraged to stay at home in the event of needing to isolate (see Remote Learning Offer) <p>Non-participation in remote learning for those isolating / Safeguarding concerns</p> <ul style="list-style-type: none"> CT will monitor attendance on Zoom calls alongside uploading of learning and follow specified timescales and processes if a child is not accessing these during their isolation, including support phone calls to the parent and action from DSLs as necessary. Staff to follow usual policy regarding any safeguarding concerns in relation to children isolating at home and report concerns to a DSL/record on CPOMS. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
2. Lack of social distancing between year groups, staff and the possibility of contact between them, resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	

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HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>Year groups</p> <ol style="list-style-type: none"> Year groups may cross for a range of planned events, e.g. assemblies in the hall (although limited year groups to avoid overcrowding), Other activities such as paired reading, child-initiated clubs, daily mile will be reinstated after the Easter break Where a space needs to be shared between different year groups – tech room, dining hall, Ridgeway Nurture room – these areas will be cleaned in line with the regular cleaning procedures for school. Walking on the right hand side of the corridor. <p>Break and lunchtimes</p> <ol style="list-style-type: none"> Year groups will continue to work as a unit during break and lunch times, with allocated outside areas, and supported by the same staff (where possible). Halls will be divided into zones with classes allocated a specific time slot, table and zone. Lunch times will be staggered. <p>Staff</p> <ol style="list-style-type: none"> Staff meeting will continue through a hybrid model depending on the plan for the meeting. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<ol style="list-style-type: none"> Lack of social distancing using toilets, poor hygiene or poor ventilation resulting in direct and indirect transmission of the virus 			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>Hygiene</p> <ol style="list-style-type: none"> Children will be encouraged and reminded to wash their hands regularly. Ensure good respiratory hygiene practices – ‘Catch it, Bin it, Kill it’ when coughing / sneezing. All essential school visitors to read and sign Covid protocol and follow school hygiene practices. <p>Toilets</p> <ol style="list-style-type: none"> External toilet doors left open. Soap dispensers and paper towels kept well stocked in all staff areas with extra soap ordered to ensure we do not run out. Cleaner to regularly clean areas, with a particular focus on frequently touched surfaces, including extra cleaning of toilets during the school day. <p>Ventilation</p> <ol style="list-style-type: none"> Staff will ensure areas being used will be well ventilated. Staff will be being responsible for opening external windows to improve natural ventilation, and in addition, opening internal doors to assist with creating a throughput of air. Staff should balance the need for increased ventilation while maintaining a comfortable temperature. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<ol style="list-style-type: none"> Lack of social distancing in the corridors resulting in direct transmission of the virus 			

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Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> Continue with minimal corridor furniture to maximise space. All children and staff to walk on the right hand side only (except on year 6 stairwells, where each class will have a nominated side of the stairs to use, to minimise sharing of handrails). 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
6. Risk of infection due to lack of cleaning resulting in indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> There will be a cleaner onsite daily who will clean toilets and high touch areas. All surfaces, handles and toilets will be cleaned again at the end of each day using appropriate cleaning materials. Cleaning staff will follow protocols for safe working as advised by their employer and must follow school hygiene practices. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
7. Risk of spreading virus due to close contact with children – intimate care resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> Children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way. If an adult is required to support intimate care, then PPE will be available if the adult would like to use it in line with Government guidelines. This will be government updated if guidance changed. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
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8. Risk of spreading virus due to close contact with children – when working closely with children in class or delivering an intervention

Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> Staff to maintain increased hygiene measures. Where possible, any cross year group intervention (e.g. Ridgeway Nurture groups) will be provided in smaller groups. Seating will be spaced out and interventions will take place in a well-ventilated area. Children and staff will wash hands before and at the end of the session. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard

Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards

9. Risk of spreading virus due to close contact with children – positive Handling resulting in direct transmission of the virus

Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> Children reluctant to leave parents at drop off to be supported using verbal encouragement and distraction techniques by one adult from the group (holding their hand to guide them only if necessary). Parents informed if there is the need to use positive handling. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard

Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards

10. Risk of illness and emotional distress of the staff – including anxiety

Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> Ongoing communication with staff through emails, bulletins, white board updates and if needed, through mobile communication regarding risk assessment updates and input into hazard identification and control measures. It is up to individuals if they wish to wear a face covering. However, if a parent wishes not to wear one and member of staff feels uncomfortable (or vice versa), the meeting should commence remotely. Communication with staff – enable opportunity for staff to share thoughts through emails or face to face discussion to share concerns in regard to guidance. Send risk assessment, including control measures and the overview of plans to staff when there have been updates. Risk Assessment will be reviewed regularly and when the need for change arises. 			

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6. HST to discuss individual staff risk assessments with them, following the updated guidance. Update personalised RA for staff previously categorised as clinically extremely vulnerable.			
7. Monitor staff and where needed have individual conversations to check how staff are feeling. Get feedback from line managers and alter support where needed.			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
8. Lack of social distancing during Acorns wraparound care resulting in transmission of the virus across groups			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Allocated toilet use to match toilet areas used during the day. 2. Staff to supervise a specific space for a set duration (e.g. half a term), wherever possible (i.e. except in emergencies or where staff absence requires staff movement). 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
9. Spreading the disease through external visitors coming onsite			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. All visitors / parents to be booked in at the office. 2. All visitors / parents who will be working closely with staff or children to fill in a visitor disclaimer form at the office. 3. Visitors will be asked to wash their hands or to use sanitiser / wash their hands when they arrive 4. Until we receive further guidance from the LA / Croydon Public Health all visitors will be asked to wear a mask when inside the school building. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

OVERALL level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE
HST comments		Insert comments relevant to findings as appropriate	
<p>The guidance is currently based around 'learning to live with Covid'. As a school we want to ensure the safest environment for our community while taking also following the current guidance. Where the local or school based situation changes we will follow the advice from the Croydon Public Health and from the LA.</p> <p>With these control measures in place, we feel we have reduced the risks in line with updated guidance, while following the Government guidance. However, it should be noted that, given the nature of a school environment and the nature of Covid-19, there is risk of Covid spreading within our setting.</p> <p>This risk assessment will be revisited and when the local and national situation changes and also if the guidance changes provision in place.</p>			

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Name of assessor	Signature of assessor	Date
HT: Rebecca Shelley & Suzanne Kelly DH: Jonathan Smith AHT: Dawn Gibbs	Shared electronically	Continually updated

Governor comments	Insert comments relevant to assessment as appropriate

Chair of Governors	Signature	Date
Daniella Broadberry from Sep 2021	Shared electronically	24-02-2022

Risk assessment reviews	Daily from w/c 02/09/2021 Weekly from w/c 19/9/2021 As needed from Oct 1 st 2021 Nov 21 Dec draft sent in event of lockdown in January 22 Jan 22 Feb 22
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