

Over-arching Risk	Assessed risk if no actions taken	Controls in place	Considering controls in place, current risk level assessed by Headteacher	Further key actions to be taken and by when	Assessment agreed by trust ELT and date
Risk that Chadsmead Primary Academy does not comply with the DfE's "Schools covid-19 operational guidance" from 19 July 2021	Medium	See Key Risk assessments below	Low		 30/08/2021

In agreement with Trust ELT, this Risk Assessment will be reviewed monthly or as and when needed.

	Key Risks	Assessed risk if no actions taken	Requirement	Controls in place	Considering controls in place, current risk level assessed by Headteacher	Further key actions to be taken and by when
1	Risk that individuals in school do not practice good respiratory hygiene	Medium	Must	See Individual risk assessments below	Low	
2	Risk that the cleaning regime in school is not in line with DfE guidance	Medium	Must	See Individual risk assessments below	Low	
3	Risk that occupied spaces are not kept well ventilated	Medium	Must	See Individual risk assessments below	Low	
4	Risk that school does not follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.	Medium	Must	See Individual risk assessments below	Low	Consult Ready Reckoners and discuss cases with HR direct at necessary time.
5	Risk that school does not have an Outbreak Management Plan that complies with public health guidelines and the contingency framework	High	Should	See Individual risk assessments below	Low	

Key risk 1: Risk that individuals in school do not practice good respiratory hygiene including handwashing					
Sub-risk		Assessed risk if no actions taken	Controls in place	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
1.1	Facilities for 'catch it, bin it, kill it' such as supplies of tissues, bins and bags are not in place	Medium	<ul style="list-style-type: none"> Each teaching space have tissues available and children are encouraged to bring their own from home. Classrooms have lidded bins with liners, these are emptied daily. Staff use resources from e-Bug COVID-19 website to reinforce the important message. https://e-bug.eu/eng_home.aspx?cc=eng&ss=1&t=Welcome%20to%20e-Bug	Low	
1.2	Facilities for handwashing/ sanitising are not in place	Medium	<ul style="list-style-type: none"> Hands free sanitiser stations are installed throughout the school. Each area (staff and pupil) has its own hand gel provided. Sink areas are regularly checked to ensure there is adequate soap by caretaker 	Low	
1.3	Pupils, staff and visitors do not make use of provided facilities in line with DfE guidance	High	<ul style="list-style-type: none"> It is an expectation that all use hand gel or wash hands when entering and leaving the building, before and after food, after toileting. This is factored into the times of the day. Stations are placed at exit/entrances or classrooms have own hand gel bottles. Hand wash posters are around school and, in the washrooms. 	Low	

Key risk 2: Risk that the cleaning regime in school is not in line with DfE guidance					
Sub-risk		Assessed risk if no actions taken	Controls in place	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
2.1	Regular cleaning in line with PHE guidance is not in place	Medium	<ul style="list-style-type: none"> • Cleaning contractors provide own risk assessment to school. Contractors follow all Government guidance. • Throughout the day, regular cleaning of tables and door handles, other frequently touched surfaces in classrooms by staff members using agreed methods and equipment. • Regular cleaning of toilets by staff members throughout the day using agreed methods and equipment • Designated areas have cleaning schedules. These are collected and stored by the Health & Safety co-ordinator. 	Low	

Key risk 3: Risk that occupied spaces are not kept well ventilated

	Sub-risk	Assessed risk if no actions taken	Controls in place	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
3.1	School is not kept well ventilated in line with HSE guidance .	Medium	<ul style="list-style-type: none"> • Some windows and doors are to be kept open to allow an increased supply of fresh air, that can be circulated, into the school. This prevents occupied areas creating pockets of stagnant air. A comfortable teaching environment and temperature will be maintained. • Careful consideration will be given to specific events where visitors are on site, smaller numbers of audience will be considered and all windows and doors open to allow maximum ventilation. • The air conditioning unit in the computing suite is <u>not</u> a centralised ventilation system that circulates air to different rooms. It is used in an individual room and a good supply of fresh air is maintained by leaving the 2 doors always open. 	Low	

Key risk 4: Risk that school does not follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.					
Sub-risk		Assessed risk if no actions taken	Controls in place	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
4.1	Children, staff or visitors attend school when they should be self- isolating in line with Public Health England guidance	High	<ul style="list-style-type: none"> Parents and staff have had specific guidance on the symptoms to be aware of. Staff or pupils are not allowed to attend site if they are known to have symptoms of the virus Letter from NHS Track and Trace regarding contract tracing in education settings shared and available on website. Key messages in line with government guidance will be shared via e-mail, My Ed, website, newsletter Guidance on getting tested is shared regularly 	Low	
4.2	Where a potential case of covid-19 is identified in school it is not dealt with in line with DfE guidance	Medium	<ul style="list-style-type: none"> If anyone in school develops covid-19 symptoms, they will be sent home to follow public health advice. A pupil awaiting collection will left on their own in the medical room (office staff will be in the rooms adjacent to medical room), the window will be open. If contact is necessary, PPE will be used. The room will be cleaned after the child(ren) have left. If necessary, siblings will isolate with symptomatic child. Staff will leave site immediately if they develop symptoms. Letter from NHS Track and Trace regarding contract tracing in education settings shared in September. 	Low	
4.3	Staff do not continue to carry out voluntary term-time twice weekly lateral flow device tests and report results.	Medium	<ul style="list-style-type: none"> Test administration will include all admin staff and the Headteacher. Chadsmead Primary Academy Covid Co-ordinator is Mrs V Clark. Tests are optional and are not mandatory. Staff to opt in after they have read key information and privacy notice to understand data protection for testing. Staff can ask key questions about the testing at any time to the covid coordinator. 	Low	
4.4	Staff or pupils with a positive lateral flow device test result do not self-isolate and follow up with a confirmatory PCR test.	Medium	<ul style="list-style-type: none"> Staff and pupils with a positive LFD test result will isolate whilst awaiting the PCR result. Headteacher will consult the trust document 'Ready Reckoners'. Follow trust HR procedures regarding staff members. 	Low	

Key risk 5: Risk that school does not have an Outbreak Management Plan that complies with public health guidelines					
Sub-risk		Assessed risk if no actions taken	Controls in place (refer to school plan)	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
5.1	Outbreak Management Plan in line with contingency framework is not in place for occasions where school has several confirmed cases within a 14 day period	High	<ul style="list-style-type: none"> DfE helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to a positive case. School has an Outbreak Management Plan School will consult with DfE helpline when the advised thresholds are met: <ul style="list-style-type: none"> - 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or - 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period The DfE dedicated advice service (who will escalate the issue to your local health protection team where necessary) will advise if any additional action is required, such as implementing elements of the outbreak management plan. 	Low	
5.2	Outbreak Management Plan does not include possibility of re-introducing "bubbles"	Medium	<ul style="list-style-type: none"> The reintroduction of bubbles if part of the Outbreak Management Plan Should the school become part of a local outbreak (as identified by PHE): <ul style="list-style-type: none"> - bubbles of year groups or classes will be introduced. - Assemblies will become virtual - Lunchtimes will be organised to avoid mixing Any decision to recommend the reintroduction of 'bubbles' would not be taken lightly and would need to take account of the detrimental impact they can have on the delivery of education. 	Low	
5.3	Outbreak Management Plan does not include possibility of re-introducing the safe wearing of facemasks	Medium	<ul style="list-style-type: none"> The reintroduction of face coverings if part of the Outbreak Management Plan Should the school become part of a local outbreak (as identified by PHE) we will follow the current guidance regarding face masks. Face visors and shields would only be worn after carrying out a risk assessment for the specific situation. Reasonable adjustments for children with a disability will be discussed with parents and noted in an individual risk assessment. 	Low	

Resources

Government guidance:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999689/Schools_guidance_Step_4_update_FINAL.pdf

Risk matrix:

		LIKELIHOOD				
		VERY UNLIKELY	UNLIKELY	LIKELY	HIGH LIKELY	ALMOST CERTAIN
SEVERITY	NEGLIGIBLE	LOW	LOW	LOW	LOW	LOW
	MINOR	LOW	LOW	LOW	MEDIUM	MEDIUM
	SERIOUS	LOW	MEDIUM	MEDIUM	MEDIUM	HIGH
	SEVERE	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	VERY SEVERE	MEDIUM	MEDIUM	HIGH	HIGH	HIGH