

**MAY COVID RE-OPENING Risk Assessment – EYFS**

|                             |   |
|-----------------------------|---|
| <b>Location / Site</b>      | Nursery and Reception Unit, including outdoor spaces      |
| <b>Activity / Procedure</b> | May review  |
| <b>Assessment date</b>      | To be updated regularly with revised Government Guidance. |

|                                |            |
|--------------------------------|------------|
| <b>Identify people at risk</b> |            |
| <b>Employees</b>               | <b>YES</b> |
| <b>Children</b>                | <b>YES</b> |
| <b>Visitors</b>                | <b>YES</b> |
| <b>Contractors</b>             | <b>YES</b> |

Government guidance states for schools states:

- The safety of children and staff is our utmost priority.
- The advice seeks to support staff working in schools, colleges and childcare settings, to deliver this approach in the safest way possible, focussing on measures they can put in place to help limit the risk of the virus spreading within education and childcare settings.
- In education, childcare and social care settings, preventing the spread of the coronavirus involves dealing with direct transmissions (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces.) A range of approaches and actions should be employed to do this.

Government guidance for parents concerning re-opening of schools states:

We have provided guidance and support to schools, colleges and child care settings on implementing protective measures in education and childcare settings to help them **reduce the risk of transmission as more children and young people return.**

Whilst such changes are likely to look different in each setting, as they will depend upon individual circumstances, they are all designed to minimise risks to children, staff and their families.

Schools and colleges continue to be best placed to make decisions about how to support and educate their pupils during this period. This will include:

- Consideration of the pupils’ mental health and well being
- Early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years settings and schools, we take this into account. Schools should therefore work through the hierarchy of measures set above:
  - Avoiding contact with anyone with symptoms
  - Frequent hand cleaning and good respiratory hygiene practices
  - Regular cleaning of settings
  - Minimising contact and mixing
  - ....the risk will be lowered.
- Where settings can keep children and young people in those small groups 2 metres away from each other, they should do so. While in general groups should be kept apart, brief transitory contact, such as passing in a corridor is low risk.

## HOLLINGWOOD PRIMARY SCHOOL HEALTH & SAFETY

Red texts are control measures from Government Guidance – Coronavirus (COVID-19); implementing protective measures in education and childcare settings published 12<sup>th</sup> May 2020.

Blue texts are control measures from Government Guidance – Coronavirus (COVID-19); Planning Guide for Early Years and Childcare settings published 24<sup>th</sup> May 2020.

Pink texts are control measures from Government Guidance – Coronavirus (COVID-19); Planning Guide for Early Years and Childcare settings published 2<sup>nd</sup> July 2020.

Brown texts are control measures from Government Guidance – Coronavirus (COVID-19); Planning Guide for Early Years and Childcare settings published 28<sup>th</sup> August 2020.

Green texts are control measures from Government Guidance – Coronavirus (COVID-19); Planning Guide for Early Years and Childcare settings published 22<sup>nd</sup> September 2020.

Purple texts are adjustments made 04/01/21.

Orange text are adjustments made 27/02/21.

|  |   |               |            |                   |
|--|---|---------------|------------|-------------------|
| <b><u>Identify hazard</u></b>  | <b>Lack of social distancing in the classroom</b> resulting in direct transmission of the virus |               |            |                   |
| <b>Existing level of risk</b>  | <b>HIGH</b>   | <b>MEDIUM</b> | <b>LOW</b> | <b>NEGLIGIBLE</b> |
| <b><u>Control measures</u></b>   |   |               |            |                   |
| <b>WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</b>   |   |               |            |                   |
| <p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> <li>1. Staff to be assigned to a specific Bubble. Wherever possible, these will remain consistent.</li> <li>2. The Nursery and Reception Unit will each be a year group Bubble. Bubbles will not mix with other Bubbles.</li> <li>3. Remove unnecessary soft furnishings (pillows, bean bags and rugs), soft toys, and any toys that are hard to clean, such as those with intricate parts. If used, quarantine between uses must be in place.</li> <li>4. Reception to use canteen with lunchtime supervisor and Nursery to use the Nursery classroom with lunchtime supervisors.</li> <li>5. Social distancing routines practiced i.e. instructions how to line up, physical contact use of toilet, moving around the classroom etc. Use of rhymes to help with reminders. Lots of praise for adherence and reminders to reduce non-compliance.</li> <li>6. Resources and activities acutely planned to reduce, wherever possible, shared contact and individual learning.</li> <li>7. Use of outdoor spaces as much as possible.</li> <li>8. Staff allowed to stay at adult height; no requirement for getting to child level for interactions.</li> <li>9. Interactions carried out where possible from a distance.</li> <li>10. Staff to wash hands regularly after touching surfaces/children's resources and in doing so set a good example to the children.</li> <li>11. Children stay in the classroom/designated outdoor space and will not mix with other Bubbles.</li> <li>12. Coats on pegs; children supported one at a time to hang up and place lunchbox on racking.</li> <li>13. Classroom windows and doors to remain open for ventilation. Staff to be vigilant where doors are open in terms of Safeguarding.</li> <li>14. From September 2020, Nursery children will no longer be accessing shared provision with any other provider. Nursery has increased their offer to give families more choice.</li> </ol> |   |               |            |                   |

**HOLLINGWOOD PRIMARY SCHOOL HEALTH & SAFETY**

|                                |  |            |                   |
|--------------------------------|--|------------|-------------------|
| <b>Remaining level of risk</b> | Consider level of risk following use of control measures |            |                   |
| <b>HIGH</b>                    | <b>MEDIUM</b>  | <b>LOW</b> | <b>NEGLIGIBLE</b> |

|                               |  |               |            |                   |
|-------------------------------|--|---------------|------------|-------------------|
| <b><u>Identify hazard</u></b> | <b>Lack of social distancing using toilets and poor hygiene</b> resulting in direct and indirect transmission of the virus |               |            |                   |
| <b>Existing level of risk</b> | <b>HIGH</b>  | <b>MEDIUM</b> | <b>LOW</b> | <b>NEGLIGIBLE</b> |

|                                |
|--------------------------------|
| <b><u>Control measures</u></b> |
|--------------------------------|

**WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS**

These control measures are to encourage space between children where possible.

1. Ensure sufficient handwashing facilities (warm running water and soap, alcohol hand rub (permission sought), sanitiser, skin-friendly wipes) are available for staff and children at all times. To be checked regularly by cleaning staff. Bubble staff to collect from office as required.
2. Children to be supervised as they wash their hands upon entering the setting, regularly throughout the day, before and after eating and when they leave.
3. Promote the 'catch it, bin it, kill it' through posters and ditties.
4. Tissues are to be disposed of through lidded, foot pedalled bins. Bins to be emptied throughout the day.
5. Manage toilet visits to reduce number of children in them at any given time. Lunchtime supervisors to adjust their routine of lining up all children to go to the toilet.
6. Toilets cleaned every lunchtime.
7. Individual Bubbles to keep to their own allocated toilets.
8. Visual prompts on hand washing displayed at washing points and in the toilets.
9. Hand gel used after toilet (if permission given by parent) use as well as washing hands.
10. Wedges to keep doors open enroute to the toilet facilities to reduce touch contact on doors. Fire door in Reception Bubble to the toilets to also be wedged open as too heavy for children to open without significant hand contact. \*\*Door to be closed if fire alarm sounds by R1 class teacher\*\*
11. Hand dryers continue to be switched off. Paper towels to be disposed of in lidded bins.

|                                |  |            |                   |
|--------------------------------|--|------------|-------------------|
| <b>Remaining level of risk</b> | Consider level of risk following use of control measures |            |                   |
| <b>HIGH</b>                    | <b>MEDIUM</b>  | <b>LOW</b> | <b>NEGLIGIBLE</b> |

|                               |  |               |            |                   |
|-------------------------------|--|---------------|------------|-------------------|
| <b><u>Identify hazard</u></b> | <b>Lack of social distancing waiting to enter classroom in morning</b> resulting in direct transmission of the virus |               |            |                   |
| <b>Existing level of risk</b> | <b>HIGH</b>  | <b>MEDIUM</b> | <b>LOW</b> | <b>NEGLIGIBLE</b> |

|                                |
|--------------------------------|
| <b><u>Control measures</u></b> |
|--------------------------------|

## HOLLINGWOOD PRIMARY SCHOOL HEALTH & SAFETY

**WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS**

These control measures are to encourage space between children where possible.

1. Reception to enter and leave their classrooms via the Nursery yard.
2. Staff to wear masks/visors at drop off and collection times. Parents expected to wear masks on school site. *Class Dojo used to remind parents of this periodically.*
3. Instructions shared *verbally and through Class Dojo* re: social distancing between families in the morning with parents and children.
4. Staff to be on duty to supervise. Bubble staff spread out to lead children into correct locations for each Bubble.
5. **Staggered drop off and pick up times for family groups.** *Staff to ensure that children are only allowed out at their allotted time.*
6. One child at a time to be released to parents.
7. *Class Dojo used to communicate with parents and carers digitally, for example when providing handover information at the end of the day.*
8. Staff to be made aware of any CP issues around collection of children in their Bubble / DSL's to keep staff up to date with collection arrangements for safeguarding purposes

|                                |  |            |            |
|--------------------------------|--|------------|------------|
| <b>Remaining level of risk</b> | Consider level of risk following use of control measures |            |            |
| <b>HIGH</b>                    | <b>MEDIUM</b>  | <b>LOW</b> | NEGLIGIBLE |

|                               |  |               |            |                   |
|-------------------------------|--|---------------|------------|-------------------|
| <b><u>Identify hazard</u></b> | <b>Lack of social distancing during playtimes and lunchtimes</b> resulting in direct transmission of the virus |               |            |                   |
| <b>Existing level of risk</b> | <b>HIGH</b>  | <b>MEDIUM</b> | <b>LOW</b> | <b>NEGLIGIBLE</b> |

|                                |
|--------------------------------|
| <b><u>Control measures</u></b> |
|--------------------------------|

**WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS**

These control measures are to encourage space between children where possible.

1. **Staggered outdoor usage** and/or allocated play area in the first instance.
2. **Managed number of play equipment (make informed decisions)**; hard surfaces that can be easily cleaned.
3. Games discussed which encourage social distancing; football passing, catch, hoola hooping ... as appropriate for the well-being of the group.
4. Staff supervision throughout; actively encouraging an awareness of social distancing but being aware of their age and recognising that this may not be appropriate for their age or level of development.
5. If the fire alarm should sound, evacuation should be via nearest access. Children to follow Bubble leader to their muster station and socially distance from other Bubbles. Where possible, support children to stand 1 metre apart after head count. Staff follow normal reporting procedure.
6. If a lockdown or invacuation is triggered staff to direct children to safe places. Staff follow normal reporting procedure. Social distancing will not be possible at this time.
7. Nursery will be supported in class over the lunch hour by **two** lunchtime supervisors. Reception will be supported at lunchtime by a lunchtime supervisor in the canteen.

HOLLINGWOOD PRIMARY SCHOOL HEALTH & SAFETY

|                                |  |            |                   |
|--------------------------------|--|------------|-------------------|
| <b>Remaining level of risk</b> | Consider level of risk following use of control measures |            |                   |
| <b>HIGH</b>                    | <b>MEDIUM</b>  | <b>LOW</b> | <b>NEGLIGIBLE</b> |

|                               |   |               |            |                   |
|-------------------------------|---|---------------|------------|-------------------|
| <b><u>Identify hazard</u></b> | <b>Lack of social distancing in the corridors</b> resulting in direct transmission of the virus |               |            |                   |
| <b>Existing level of risk</b> | <b>HIGH</b>   | <b>MEDIUM</b> | <b>LOW</b> | <b>NEGLIGIBLE</b> |

|                                |
|--------------------------------|
| <b><u>Control measures</u></b> |
|--------------------------------|

**WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS**

These control measures are to encourage space between children where possible.

1. Children stay in their allocated classroom and access outside from classroom door
2. Messages to office via mobiles and email
3. Meeting room to be accessed via outdoor route for any child showing symptoms.
4. Meeting to be carried out in Bubbles. Key Stage and staff meetings via Google Meet.
5. Staff to use mobile phones to contact staff/office to reduce moving around school in general.
6. Nursery staff to use Nursery toilet and Reception staff to use the school toilets in the Reception Area.
7. UPDATE: Local lockdown and increased national measures requires that all staff MUST wear masks moving around the school site and in corridors and places of larger groups of adults i.e. the staff room. A maximum of 6 members of staff allowed in any one space. Where social distancing is not possible in areas outside of classrooms between members of staff or visitors, headteachers will have the discretion as to whether face coverings are worn. NOTE: If in an area of local lockdown face coverings should be worn by adults where social distancing is difficult to maintain.

|                                |  |            |                   |
|--------------------------------|--|------------|-------------------|
| <b>Remaining level of risk</b> | Consider level of risk following use of control measures |            |                   |
| <b>HIGH</b>                    | <b>MEDIUM</b>  | <b>LOW</b> | <b>NEGLIGIBLE</b> |

|                               |  |               |            |                   |
|-------------------------------|--|---------------|------------|-------------------|
| <b><u>Identify hazard</u></b> | <b>Contact of shared resources</b> resulting in indirect transmission of the virus |               |            |                   |
| <b>Existing level of risk</b> | <b>HIGH</b>  | <b>MEDIUM</b> | <b>LOW</b> | <b>NEGLIGIBLE</b> |

|                                |
|--------------------------------|
| <b><u>Control measures</u></b> |
|--------------------------------|

1. Resources soaked in Milton each night and left to dry. Use of these resources on a rota system to further 'quarantine'
2. Cleaners to be informed of areas that need cleaning at midday and at the end of the day.
3. Tables, door handles and other surfaces cleaned with cleaning agent every night and frequently through the day with Milton as per an enhanced cleaning schedule.
4. Children encouraged to wash hands / use hand gel (with permission) on entry to the classroom, before and after eating, after visiting the toilet and frequently throughout the session (adult supervised).

## HOLLINGWOOD PRIMARY SCHOOL HEALTH & SAFETY

|                                |  |
|--------------------------------|--|
| 5.                             | Ensure all cloths and teatowels are washed on a high wash, daily.  |
| 6.                             | As far as possible, resources used in the outdoor area need to be cleaned after each use e.g. the handlebars of the bikes/scooters. All non-essential resources removed and placed in the shed. Spray attachment to the hose pipe to allow Milton to be sprayed over larger outdoor resources.   |
| 7.                             | Indoor and outdoor equipment to be cleaned at end of each day with Milton.   |
| 8.                             | Non-essential soft toys and furnishings including bean bags, rugs and cushions to be removed from the classroom before opening. If being used for a singular purpose, ensure quarantine gaps of at least 72 hours.   |
| 9.                             | As we move through the year, our environment is changing in order to support and challenge children’s learning and development. And exhaustive list of the areas of provision to be and not to be used is difficult. It is therefore advised that EYFS staff have ongoing, professional discussions around suitability of resources and enhancements in order to provide a quality EYFS environment whilst maintaining attention to limiting potential risk factors. |
| 10.                            | PE equipment to be cleaned between bubbles and left overnight before next use if possible. PE lessons to be non-contact following guidance from PE subject lead. Windows to be opened if the hall is used. Hands to be washed/sanitised prior to going in to the hall and after leaving the hall.  |
| <b>Remaining level of risk</b> | Consider level of risk following use of control measures   |
| <b>HIGH</b>                    | <b>MEDIUM</b>  |
| <b>LOW</b>                     | <b>NEGLIGIBLE</b>  |

|                                |   |               |                   |                   |
|--------------------------------|---|---------------|-------------------|-------------------|
| <b><u>Identify hazard</u></b>  | <b>Emotional distress of the children</b>   |               |                   |                   |
| <b>Existing level of risk</b>  | <b>HIGH</b>   | <b>MEDIUM</b> | <b>LOW</b>        | <b>NEGLIGIBLE</b> |
| <b><u>Control measures</u></b> |   |               |                   |                   |
| 1.                             | EYFS staff to support children through playful provision.   |               |                   |                   |
| 2.                             | Children will be nurtured, with well-being being the driver of returning to school and in the case of Nursery, welcoming new children.  |               |                   |                   |
| 3.                             | Class Dojo will be continued for all families as well as those who continue to self-isolate at home, shielding and in periods of local lockdown.  |               |                   |                   |
| 4.                             | Comfort given from a distance, wherever possible, at adult height and hand gel used after if needed.  |               |                   |                   |
| 5.                             | For children who are distressed, social distancing will not be appropriate. Work with family to transition children into school carefully. For those children who are significantly distressed, conversations may need to be had as to whether it is appropriate for their child to begin school at the current time. |               |                   |                   |
| 6.                             | In the case of bereavement of a known person to a child, staff members to seek advice and guidance from the learning mentor.  |               |                   |                   |
| 7.                             | Reading books can go home; books to be placed in a 72 hour quarantine before be sent out  |               |                   |                   |
| <b>Remaining level of risk</b> | Consider level of risk following use of control measures  |               |                   |                   |
| <b>HIGH</b>                    | <b>MEDIUM</b>   | <b>LOW</b>    | <b>NEGLIGIBLE</b> |                   |

HOLLINGWOOD PRIMARY SCHOOL HEALTH & SAFETY

| Identify hazard   | Emotional distress of the staff – including anxiety      |        |            |            |
|---|--|--------|------------|------------|
| Existing level of risk  | HIGH   | MEDIUM | LOW        | NEGLIGIBLE |
| <u>Control measures</u>   |  |        |            |            |
| <ol style="list-style-type: none"> <li>1. EYFS staff to support each other as a team.</li> <li>2. Inclusion in risk assessment process; input into hazard identification and control measures</li> <li>3. Online Wellness Package (emailed link from Jane Peniston)</li> <li>4. Ongoing staff meetings (Google Meet) to discuss concerns and shared control measures</li> <li>5. Sharing of support helplines</li> <li>6. Keeping in Touch groups to continue</li> <li>7. SLT member of staff on site every day for staff to share concerns with</li> <li>8. Risk assessments reviewed <b>regularly in light of Government advice, Tier changes or further lockdowns</b></li> <li>9. PPA timetabled from the outset of re-opening</li> <li>10. PPE masks and gloves offered to staff supporting children’s personal care</li> <li>11. Any staff feeling vulnerable or having concerns around social distancing in school to discuss concerns with HT/SLT member.</li> <li>12. Light on/off in staff toilets to indicate someone is already in</li> <li>13. Staffroom closed for social congregation</li> <li>14. Reception kitchen: staff to use a one in, one out routine. Surfaces to be wiped after use.</li> <li>15. In the event of staff absence, staff member is to call HT as early as possible (by 7:15am). <b>Staff member to contact HT to agree/confirm return date.</b></li> <li>16. HT to make a decision whether or not the Bubble can open for the day.</li> <li>17. If staff absences compromise the safety of children, HT to decide if closure of Bubble/school is required.</li> <li>18. <b>Should a child or staff member become ill with symptoms they will be taken from the classroom to the meeting room via the outside of the building. The meeting room door should be closed and window opened for ventilation. They will isolate here until a parent collects. They will be asked to isolate for 10 days and to arrange a test. Parents will be asked to inform school immediately of test results.</b></li> <li>19. <b>Should a positive test occur, the <u>guidance for households with possible or confirmed coronavirus (COVID-19) infection</u> is to be followed.</b></li> <li>20. <b>The meeting room will be thoroughly cleaned.</b></li> <li>21. <b>School will be provided with a small number of home testing kits.</b></li> <li>22. <b>Lateral flow testing twice weekly offered to all staff.</b></li> </ol> |  |        |            |            |
| Remaining level of risk   | Consider level of risk following use of control measures |        |            |            |
| HIGH  | MEDIUM   | LOW    | NEGLIGIBLE |            |

HOLLINGWOOD PRIMARY SCHOOL HEALTH & SAFETY

|   |  |               |                   |                   |
|---|--|---------------|-------------------|-------------------|
| <b><u>Identify hazard</u></b>   | <b>Risk of spreading virus due to close contact with children – SEN, 1:1 and restraint</b> resulting in direct transmission of the virus |               |                   |                   |
| <b>Existing level of risk</b>   | <b>HIGH</b>  | <b>MEDIUM</b> | <b>LOW</b>        | <b>NEGLIGIBLE</b> |
| <b><u>Control measures</u></b>  |  |               |                   |                   |
| <b>WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</b>  |  |               |                   |                   |
| <p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> <li>1. Seek expert guidance from SENCO re support for children with behaviour difficulties that might need restraint and display spitting, biting etc. Leading to individual risk assessments.</li> <li>2. PPE continues to be provided. Guidance states that primary school children will not need to wear a face coverings but that staff and adult visitors should wear them when moving around premises such as corridors and communal areas and where social distancing between adults is not possible. In areas such as this a mask is to be worn. School staff are wearing face coverings in classrooms if they feel this is something they want to do. This could be face mask, visor or both.</li> <li>3. Reduced timetable / exclusion / inclusion considered if necessary if children are acting in a way that puts staff at risk. Regularly reviewed to re-introduce to full timetable as appropriate.</li> <li>4. PPE offered to staff for those working close with children.</li> <li>5. If staff are dealing with children/staff with symptoms full PPE to be worn: apron, mask, gloves, visor if a distance of 2m cannot be maintained. These staff do not need to go home to self-isolate unless they develop symptoms themselves.</li> <li>6. Staff and children who have been in close contact do not need to go home to self-isolate unless they develop symptoms or they are requested by track and trace.</li> <li>7. School to engage in track and trace if a test returns as positive and contact the local health protection team who will decide who needs to self-isolate; duration as identified by PHE to be adhered to. Close contact means having a face to face conversation within 1 metre, been within 1 metre for 1 minute or longer without face to face contact, been within 2 metres of someone for more than 15 minutes either as a one off contact or added up together over one day and travelled in the same vehicle.</li> </ol> |  |               |                   |                   |
| <b>Remaining level of risk</b>  | Consider level of risk following use of control measures   |               |                   |                   |
| <b>HIGH</b>   | <b>MEDIUM</b>  | <b>LOW</b>    | <b>NEGLIGIBLE</b> |                   |



**HOLLINGWOOD PRIMARY SCHOOL HEALTH & SAFETY**

|  |  |               |                   |                   |
|--|--|---------------|-------------------|-------------------|
| <b><u>Identify hazard</u></b>  | <b>Risk of spreading virus due to poor hygiene</b> resulting in indirect transmission of the virus |               |                   |                   |
| <b>Existing level of risk</b>  | <b>HIGH</b>  | <b>MEDIUM</b> | <b>LOW</b>        | <b>NEGLIGIBLE</b> |
| <b><u>Control measures</u></b>   |  |               |                   |                   |
| <ol style="list-style-type: none"> <li>1. Hand gel and soap in all classrooms</li> <li>2. Cleaning Stations in each classroom to be self-sufficient with resources. Re-filled daily.</li> <li>3. Handwashing PHSE lessons, songs and rhymes</li> <li>4. Children handwash or hand gel on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze</li> <li>5. Washing hands posters (EYFS appropriate) replaced in all washing areas</li> <li>6. <a href="#">Reminders of how to wash hands properly (videos and posters) regularly revisited and supervised.</a></li> <li>7. Procedure agreed for children to wash hands so thorough hand washing</li> </ol> |  |               |                   |                   |
| <b>Remaining level of risk</b>   | Consider level of risk following use of control measures   |               |                   |                   |
| <b>HIGH</b>  | <b>MEDIUM</b>  | <b>LOW</b>    | <b>NEGLIGIBLE</b> |                   |

|  |  |               |                   |                   |
|--|--|---------------|-------------------|-------------------|
| <b><u>Identify hazard</u></b>  | <b>Risk of infection due to lack of cleaning</b> resulting in indirect transmission of the virus |               |                   |                   |
| <b>Existing level of risk</b>  | <b>HIGH</b>  | <b>MEDIUM</b> | <b>LOW</b>        | <b>NEGLIGIBLE</b> |
| <b><u>Control measures</u></b>   |  |               |                   |                   |
| <ol style="list-style-type: none"> <li>1. <a href="#">All surfaces, handles, toilets and shared equipment will be cleaned each day using Milton and other cleaning materials on an enhanced cleaning schedule.</a></li> <li>2. PPE will be worn by all cleaning staff.</li> <li>3. Resources will be cleaned on an enhanced cleaning schedule.</li> <li>4. <a href="#">Soft furnishings (rugs and cushions) and soft toys will be removed from use in classrooms. Any use will have at least 72 hours between uses.</a></li> <li>5. Toilets to be deep cleaned at midday and end of day.</li> <li>6. Gloves, aprons and masks must be nappy bagged and disposed of in the lidded bins.</li> <li>7. Photocopier wiped down after use.</li> <li>8. Nursery and Reception kitchen: wipe down kettle and surfaces after use.</li> <li>9. <a href="#">Tissues to be disposed of using a foot pedalled bin with a lid. Children taught how to use these. Emptied at midday and at the end of every day.</a></li> </ol> |  |               |                   |                   |
| <b>Remaining level of risk</b>   | Consider level of risk following use of control measures   |               |                   |                   |
| <b>HIGH</b>  | <b>MEDIUM</b>  | <b>LOW</b>    | <b>NEGLIGIBLE</b> |                   |

**HOLLINGWOOD PRIMARY SCHOOL HEALTH & SAFETY**

|  |   |               |                   |                   |
|--|---|---------------|-------------------|-------------------|
| <b><u>Identify hazard</u></b>  | <b>Risk of illness of vulnerable staff and family members</b> through direct and indirect transmission of the virus |               |                   |                   |
| <b>Existing level of risk</b>  | <b>HIGH</b>   | <b>MEDIUM</b> | <b>LOW</b>        | <b>NEGLIGIBLE</b> |
| <b><u>Control measures</u></b>   | List your control measures required to reduce risk – add appropriate detail about the type and location of controls |               |                   |                   |
| <ol style="list-style-type: none"> <li>1. Risk assessments issued to all relevant staff and feedback taken.</li> <li>2. Individual risk assessments if appropriate.</li> <li>3. Lateral testing available for all staff.</li> <li>4. Ongoing conversations between SLT and staff members.</li> <li>5. Occupational health reviews if appropriate.</li> </ol> |   |               |                   |                   |
| <b>Remaining level of risk</b>   | Consider level of risk following use of control measures  |               |                   |                   |
| <b>HIGH</b>  | <b>MEDIUM</b>   | <b>LOW</b>    | <b>NEGLIGIBLE</b> |                   |

|   |   |               |                   |                   |
|---|---|---------------|-------------------|-------------------|
| <b><u>Identify hazard</u></b>   | <b>Safeguarding</b> through direct and indirect transmission of the virus |               |                   |                   |
| <b>Existing level of risk</b>   | <b>HIGH</b>   | <b>MEDIUM</b> | <b>LOW</b>        | <b>NEGLIGIBLE</b> |
| <b><u>Control measures</u></b>  |   |               |                   |                   |
| <ol style="list-style-type: none"> <li>1. DSL always on site</li> <li>2. Staff to remain vigilant when doors are open for ventilation for strangers entering and children walking out without supervision</li> <li>3. At pick up times staff only send children to an adult if they or the child recognise the adult collecting</li> <li>4. Any relevant CP issues around picking up to be communicated to staff by DSL's</li> <li>5. Log any disclosure / safeguarding matter as school safeguarding policy states on Safeguard Monitor</li> <li>6. Ring through to HT/SLT member if any concerns</li> <li>7. DSL feedbacks to relevant staff any safeguarding issues around a child in the Bubble on a need to know basis.</li> <li>8. Vulnerable group monitored by nominated DSL</li> </ol> |   |               |                   |                   |
| <b>Remaining level of risk</b>  | Consider level of risk following use of control measures                  |               |                   |                   |
| <b>HIGH</b>   | <b>MEDIUM</b>   | <b>LOW</b>    | <b>NEGLIGIBLE</b> |                   |