

MESSINGHAM PRIMARY SCHOOL CORONAVIRUS RISK ASSESSMENT (reviewed August 2021)

Company Name:	MESSINGHAM PRIMARY SCHOOL													
Date of Assessment:	14/05/2020 (Original Version)			Review Date:			15/09/21		Revision No:		16			
Persons Exposed:	Employees:		✓	Other Workers:		✓	Public / Visitors:		✓	Young Persons:		✓	Estimated total number of persons at risk:	260
	New / Expectant Mothers:				✓	Vulnerable Persons:		✓	Other:					

Task Description:	Risk assessment for the possible transmission of Coronavirus / COVID-19. Updated in conjunction with Department for Education advice on 11/05/2020. Further adaptations made when Government released more guidance, last issued on Tuesday August 17 th 2021.
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Hazard	Factors of Harm		Risk	Control Measures	Factors of Harm		Residual Risk	Further Actions	Acceptable Risk?	
	L	S			L	S			Yes	No
Well-being of staff	1	1	2	<p>Staff have been given this risk assessment as well as had access to the guidance given by the DfE. At Messingham PPE is now no longer needed unless a case of Covid 19 is expected. There will still be personal choice with regards wearing a face covering/visor when in close proximity to children or adults. (Updated guidance from DfE August 17th 2021).</p> <p>Communal areas and Classrooms should be well ventilated at all times – when school is provided with ventilation check by Govt this will be completed</p> <p>If staff, pupils or other adults develop symptoms of Covid 19 they should not come into school and instead follow the public health guidance on self-isolation and take a PCR test as soon as possible.</p>	2	2	2	<p>SLT to continue to work with staff and listen to concerns or anxieties that they may have. When organising staffing, staff will be consulted over the children/adults they may be working with and if and when a Covid case is found in school.</p> <p>Ensure that doors/windows are open when weather and safety allow.</p> <p>Follow Public Health advice for any symptoms or reported Covid cases and act upon the Contingency plan should lockdowns or class closures by needed from Public Health advice.</p>		

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Well-being of staff (cont)				<p>Share the plan with staff at least 1 week ahead of the restart of school on Tuesday August 31st.</p> <p>Staffroom/Community Room available for breaks as long as social distancing is adhered to</p> <p>Regular updates given to staff RE safety, changes to guidelines, any issues with Coronavirus symptoms in school and the wider community where appropriate in order for staff to try and ensure their own safety alongside the measures put in place by the school.</p> <p>Lateral Flow tests to be completed by all staff in Messingham as long as kits are provided. Parents also offered these through Government scheme.</p> <p>Messingham will liaise with the Health Protection team should there an outbreak or positive case of Covid within the school community</p> <p>From 31st August, in line with updated guidance on August 17th 2021 face coverings will no longer be required for pupils/staff in classrooms or communal areas in all schools.</p> <p>Visitors are now welcome in schools but social distancing and hand cleanliness are still recommended.</p> <p>In line with updated guidance face masks are no longer requested to be worn by parents when visiting the school site, however this may change if and when guidance changes,</p>				Procedures to be followed and will be reviewed after more advice from DfE and Govt		
Lack of Information to Children	1	1	2	Children are provided with information on the correct handwashing methods. This includes the use of posters near toilets and washrooms to provide guidance on the exact method. Sanitizer stations have been put up around the school and the entrance (for adults). Encouragement given to children	1	1	2	Check posters are in every classroom and are changed when guidelines change, these will be moved and updated with guidance.	✓	

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			2	<p>of all ages to follow hygiene guidelines, washing hands, and 'catch it, kill it, bin it' followed Children will continue to be provided with specific information on hygiene during normal lessons. Younger children and those who need support are supervised by an adult during hand washing. This will continue into the new academic year, although there is no need for separate toileting times as bubbles are no longer required. Parents will make decisions on whether their child is showing symptoms and should not come to school, however if the school feels that the child is showing symptoms they can refuse the child attending. (Updated guidance August 17th 2021).</p> <p>If a child tests positive for Covid 19 in school then the school will either text or send a letter to the other children in that class informing parents there has been a positive case. In this instance the school will offer parents the opportunity of being given a lateral flow testing kit. The children that do test positive will be kept in confidence.</p>			2			
Lack of Information to staff	1	1	2	<p>The school has subscribed to information and updates from approved sources, including Public Health England (or similar) and the DfE Relevant updates will continue to be emailed to all staff members to ensure that they are kept informed, where appropriate.</p>	1	1	2	When guidance is changed information alongside the risk assessment will be given to staff	✓	
Use of Personal Protective Equipment	1	1	2	<p>Face coverings are no longer necessary in school, however Messingham will continue to enable staff to wear masks and PPE if they want to.</p> <p>In the event that a pupil becomes unwell with symptoms of COVID-19 then social distancing should be maintained. If this is not possible then the supervising adult should wear gloves, an apron and a face</p>	1	1	2	<p>Ensure that the school has a supply of face shields, aprons and gloves.</p> <p>PPE available for all staff but ensure they are all clear about the guidance. Use INSET day to re-inform staff about the rules/guidance</p>	✓	

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				shield. If the child is coughing, spitting or vomiting, then a face shield should be worn. PPE is provided by the school so adults can wear it when they feel the need to do so.						
Class Sizes & return to school arrangements	1	1	2	<p>'We no longer recommend that it is necessary to keep children in consistent groups ('bubbles'). This means that bubbles will not need to be used for any summer provision (for example, summer schools) or in schools from the autumn term.' DfE Guidance August 17th 2021.</p> <p>'As well as enabling flexibility in curriculum delivery, this means that assemblies can resume, and you no longer need to make alternative arrangements to avoid mixing at lunch.' ' DfE Guidance August 17th 2021.</p> <p>If a child is showing symptoms, or has been sent home to self-isolate or has Covid the school should provide opportunities for remote learning.</p>	1	1	2	<p>Not needed, however guidance states that 'You should make sure your contingency plans (sometimes called 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.'</p> <p>'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.'</p> <p>Messingham will follow this guidance on returning to school on Tuesday 31st August and when children return on Thursday 2nd September</p>	✓	
Visitors	1	1	2	There are now no restrictions on visitors, however we will encourage social distancing and hand Washing/Sanitizing before entering in the school	1	1	2	Ensure that information posters and notices are prominently displayed in reception areas. Staff to advise any adults about hygiene policy on entering the school. These were moved for Monday March 8 th .	✓	

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Housekeeping	1	1	2	Adequate supplies of cleaning materials are kept on site.	1	1	2	A weekly inventory of the cleaning stock should be made to ensure that supplies remain adequate. Disinfectant spray and a supply of cleaning cloths in each room	✓	
				Paper Towels running out, if we run out then we will have an emergency procedure to go and get some from a local source						
Transmission of Virus / Hygiene	1	1	2	All persons in school are provided with information on good hygiene measures to include: Hand hygiene Frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.	1	1	2	Lots of soap and hand towels already in stock; check weekly in case more needs to be ordered Tissues on each desk in classrooms to enable "catch it, bin it, kill it" If outdoor equipment is used, it must be thoroughly cleaned	✓	
				Respiratory hygiene The 'catch it, bin it, kill it' approach continues to be very important. The e-Bug COVID-19 website contains free resources for you, including materials to encourage good hand and respiratory hygiene. Use of personal protective equipment (PPE) Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the use of PPE in education, childcare has changed to incorporate only those members of						

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				staff who may come into contact with a person who is showing symptoms of the disease.						
Emergency Procedures	3	5	15	Test and Trace has been introduced and the whole school community made aware of this. Employees have been made aware of the risk assessment.	1	5	5	Evacuation practice to take place during first term of re-opening to all pupils (discuss with R class) – Fire drill in Spring 2	✓	

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Pupils Becoming Unwell	3	5	15	<p>If anyone in the school becomes unwell with Covid symptoms they must be sent home and advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection', which sets out that they should self-isolate for at least 10 days and should arrange to have a test to see if they have coronavirus (COVID-19).</p> <p>If they have tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10 day isolation period from the day they develop symptoms.</p> <p>If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2m away from other people.</p> <p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). More information on PPE use can be found in the safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) guidance.</p>	2	5	10	PPE used when attending to a child who possibly has COVID-19 must be double-bagged and stored in the courtyard for 72 hours before putting in the bin	✓	

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Employees Becoming Unwell	4	5	20	<p>If anyone in the school becomes unwell with Covid symptoms, they must be sent home and advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection', which sets out that they must self-isolate for at least 10 days and should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 10 days as well from when the symptomatic person first had symptoms.</p> <p>If employees are unwell with something other than COVID-19, the usual sickness absence procedure and policy apply</p>	2	5	10	<p>Senior Leadership to remain vigilant for employees displaying the signs of symptoms of COVID-19.</p> <p>Due to staff job sharing, but not in contact with each other, if one becomes unwell with something other than COVID-19, we will still have capacity to supervise the bubble</p>	✓	
Confirmed Case of COVID-19	4	5	20	<p>Schools must take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19). Schools should contact the local health protection team. The health team will carry out a risk assessment and guide the school.</p>	2	5	10	<p>Ensure that contact details for Public Health England are known – follow guidelines contact local health protection team for further advice and guidance.</p>	✓	

Name of Assessor	Rob Hutchings	Signature	
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Action Plan

Hazard	Further Actions	Assigned to	Due Date	Priority

S e v e r i t y	5	5	10	15	20	25	Likelihood	Severity	Risk (Likelihood x Severity)
	4	4	8	12	16	20	1 = Very Unlikely	1 = No injury	1 – 5 = Low
	3	3	6	9	12	15	2 = Unlikely	2 = Minor Injury or Illness	6 – 12 = Medium
	2	2	4	6	8	10	3 = Likely	3 = 7-day Injury or Illness	15 – 25 = High
	1	1	2	3	4	5	4 = Very Likely	4 = Specified Injury or Illness	
		1	2	3	4	5	5 = Almost Certain	5 = Fatality or disabling injury	
	Likelihood								