

# HEALTH & SAFETY MANAGEMENT SYSTEM



Please complete all boxes as fully as possible

## RISK ASSESSMENT

School Name: Chilmington Green

Location: Chilmington Green

Activity: Chilmington Green Primary School Covid 19 - read alongside Trust Covid 19 Risk Assessment (Updated 1st September 2021)

Date: 01/09/2021

1-4 ACCEPTABLE

5-9 ADEQUATE

10-16 TIMED ACTION REQUIRED

17-25 UNACCEPTABLE

Persons at Risk	Employee	X	Likelihood (L)	1	Very Unlikely	Consequence (C)	1	No Injury	Risk Grade (L x C)
	Young Person	X		2	Unlikely		2	Minor Injury	
	Contractor	X		3	Likely		3	3 Day	
	Public	X		4	Very Likely		4	Major Injury	
	Other Site User	X		5	Certain		5	Fatal	

HAZARDS IDENTIFICATION	EXISTING CONTROL	INITIAL RISK RATING					
		L	C	L x C	RISK		
A	Risk of Transmission of Virus (Covid 19)	<p>To follow guidance below;  <a href="https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/step-4-update-what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges">https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/step-4-update-what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges</a></p> <p>Staff in school:-                      All staff to sanitise hands on entry to school. All adults in charge of classes to ensure children sanitise hands on entry (re-entry after breaks).                      All staff entering a room must sanitize hands entering and leaving.                      All staff will endeavour to maintain 2 metres from other adults at all times, being mindful of social distancing.                      Shared resources to be cleaned daily to ensure good hygiene.</p> <p>Each class to have sanitizing wipes, sanitizing spray, blue roll. It is the responsibility of the adults in charge of the classes to ensure these supplies are maintained.                      Each table (in class or hall) to have a hand sanitizer and box of tissues. It is the responsibility of the adults in charge of the classes to ensure these are maintained.                      Additional sanitizing cleaning to be undertaken in each teaching room- this is the responsibility of the adults teaching in these rooms. This cleaning must be undertaken when the children go out for break and lunch. This cleaning must include sanitizing all tables, chairs and door handles. All cleaning to be recorded on cleaning timetables.                      All staff to use walkie talkies as much as possible.                      Chairs in the staffroom are socially distanced and staggered lunchtimes for staff to ensure limited numbers.                      The government has removed the requirement to wear face coverings in law but expects and recommends they are worn in enclosed and crowded spaces.                      Adults in charge of classes to ensure key focus on hand washing and sanitizing is maintained with all children and adults.                      Wherever possible doors are to be kept open to limit contact with door handles and allow for ventilation.                      Adult in charge of a class to open all windows each morning.                      Wherever possible doors from the corridor to the hall should remain open.</p> <p>Visitors to school:-                      Face masks recommended to be worn in enclosed and crowded spaces.                      Hands to be sanitized before entering the school by all children and staff                      All parents and visitors to school to hand sanitize.                      Outside agency staff and other Trust staff to visit but must read risk assessment on website, sanitize hands and social distance.</p>		2	3	6	Yellow
B	Transmission of Covid 19 through PE	<p>PE equipment (including EYFS equipment) must be cleaned by adults in charge of class throughout the day.                      PE can be undertaken inside the school hall but ensure windows and doors are open and all equipment is cleaned.                      Adults to remain socially distanced from each other and especially in enclosed and crowded areas.</p>		2	3	6	Yellow
C	Return of CEV staff and children to work place (school) - transmission of covid	<p>Ensure all CEV staff have fully read covid risk assessments and follow strict guidance of social distancing, use of face masks, washing hands and working with all children.                      CEV children have been shown the covid guidance and parents notified of the covid risk assessment on the school website.                      Class teacher to contact parents before CEV child returns to school to explain covid restrictions and discuss any medical needs to put in place. Class teacher to ensure risk assessment and any IHCP for each CEV child is in place.                      Follow any medical advice and update IHCP for each individual member of staff or child</p>		2	2	4	Green

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## ACTION PLAN

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	RECOMMENDED CONTROL	FINAL RISK RATING				COMPLETION DATE	RESPONSIBLE PERSON
		L	C	L x C	RISK		
A	Headteacher to continually review and modify risk assessment where needed	3	3	9			All
B	Headteacher to continually review and modify risk assessment where needed	3	3	9			All
C	Class teacher contact CEV child and parents before return to school. Headteacher to contact CEV member of staff before they return to work place. Update IHCP for all CEV staff by Headteacher. Update IHCP for all CEV children by class teacher.	2	2	4			Management / All