

Risk Management - Assessment Report		Kernow Learning	
School Name	Constantine Primary School		
Risk Area	School Leadership, Operations		
Assessment Framework	Full opening of schools - March 2021 In line with Government guidance updated 22/2/2021		
Work area or activity	Whole site		
Competent Person	Malcolm Godwin Jennie Walker David Houghton Clare Crowle	Assisted by	C Gilbert
Groups affected	All staff, all pupils, all parents/carers and visitors to the school		
Notes	This assessment is for the planned January opening of schools, post holiday		
Assessed on	07/06/2021	Reviewed	09/06/2021
<p>Statement of Practice and General Principles of Prevention and Control of Infection</p> <p>Essential measures include:</p> <ul style="list-style-type: none"> • A requirement that people who are ill stay at home. • Robust hand and respiratory hygiene • Enhanced cleaning arrangements • Active engagement with NHS Test and Trace • Formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable <p>How contacts are reduced will depend on the school's circumstances and will (where possible) include:</p> <ul style="list-style-type: none"> • Grouping children together • Avoiding contact between groups • For older children and where appropriate, arranging classrooms with forward facing desks so that pupils do not breathe on each other • Staff maintaining distance from pupils and other staff as much as possible <p>Prevention</p> <ol style="list-style-type: none"> 1. Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school 2. Staff to use face masks or visors in communal areas of schools and visitors to wear face masks in all buildings. Classroom and administrative staff to be given the option to wear face visors. 3. Clean hands thoroughly more often than usual 4. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach 5. Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using Tersano. A rota for fogging schools with Tersano to ensure all schools are fogged more regularly and in response to need. 6. Minimise contact between individuals and maintain social distancing wherever possible 7. Where required, wear appropriate personal protective equipment (PPE). 8. Always keeping occupied spaces well ventilated. <p><i>Numbers 1 to 5, and number 8, must be in place in all schools, all the time.</i> <i>Number 6 must be properly considered and schools must put in place measures that suit their particular circumstances. Number 7 applies in specific circumstances.</i></p> <p>Response to any infection</p> <p>All school staff should continue to follow our procedures for responding to suspected or confirmed cases of COVID -19, this makes clear our response to any infection including the need to</p> <ol style="list-style-type: none"> 9. Engage with the NHS Test and Trace process 10. Manage confirmed cases of coronavirus (COVID-19) amongst the school community 11. Contain any outbreak by following local health protection team advice <p>Numbers 9 to 11 must be followed in every case where they are relevant.</p>			

Severity and Likelihood risk scale		Low		Medium		High					
		1	2	3	4	5					
Risk Rating score		Below 9 Low Risk		9 to 14 Medium Risk		15 or above High Risk					
<p>PLEASE NOTE: Areas highlighted in this colour have been updated to reflect the following changes:</p> <ul style="list-style-type: none"> * Low community rates of COVID-19 * Staff Lateral Flow Device (LFD) testing in place twice a week * All staff have been offered a COVID-19 vaccination * Community vaccination programme is well advanced * All families have access to twice weekly LFD testing at home <p>All changes have been made in line with the DfE COVID-19 operational guidance</p>											
What are the hazards?	What is already being done?	Is this considered satisfactory?	Risk Findings								
			Severity	Likelihood	Risk Rating						
Premises not checked to ensure it is safe to re-open.	The school completed the re-opening checklist in August 2020 and all issues have been actioned. Usual Summer compliance checking took place to ensure all of the school site was ready to occupy. The school has adopted COVID-secure measures.	YES	4	2	8						
Lack of up-to date information for staff	Weekly staff briefings provided by the Headteacher.	YES	4	1	4						
Lack of up-to-date information for pupils and parents/carers	Information has been sent to the parents of all pupils detailing the arrangements for drop off pick up etc. Regular updates will be issued as changes occur through the use of Class dojo and our weekly newsletter, website.	YES	4	1	4						
Failure to maintain supervision levels if staffing levels drop	A dynamic assessment is made on a daily basis, based on the number of pupils attending and minimum staffing ratios. All staff must contact their line manager by 7.30am to report any absence. Under the DfE guidance TA's who are under the supervision of a qualified teacher are able to lead a class group (see guidance) and should be considered ahead of external supply provision - if external supply is used, a full COVID secure induction MUST be given.	YES	4	3	12						
Staff who are identified as clinically vulnerable coming into contact with Coronavirus	Clinically vulnerable staff will be risk assessed and if their job cannot be performed from home additional individual measures will be identified to further mitigate risk	YES	4	2	8						

Pupils who are identified as shielded or clinically vulnerable coming into contact with Coronavirus	Parents reminded to inform the school of any vulnerable pupils. Prevention and control guidance issued to all schools has been deemed to meet the needs of most pupils. Individual Health Care Team guidance to be followed. Each will be assessed on a case by case basis.	YES	4	2	8
Staff or pupils who live with someone who is identified as shielded or clinically vulnerable to Coronavirus attending site	Prevention and control guidance issues to all schols has been deemed to meet the needs of most pupils. Individual Health Care Team guidance to be followed. Each will be assessed on a case by case basis.	YES	4	2	8
Members of staff displaying symptoms of Coronavirus	All staff to follow the procedures in a suspected/ confirmed case of COVID 19. Staff reminded at briefings, return to work training/briefing in January and within the handbook of the requirement to immediately isolate if displaying symptoms and a test will be arranged by the Trust. Staff know where to self-isolate, as detailed in the handbook.	YES	4	3	12
Pupil displaying symptoms of Coronavirus	The library is set aside as an isolation room until the child can be collected. PPE is available for Staff providing support. The classroom will be thoroughly cleaned after pupil has been collected. Remaining pupils will be taken to the school hall or outside (weather dependent) whilst the classroom is being cleaned.	YES	4	3	12
Prevention and control guidance measures not observed in staff areas	Staff are briefed on safe use of staff areas- staffroom limited to 6. Breaktimes and lunchtimes are staggered. Signage displayed to ensure social distancing, numbers allowed in a room are adhered to, staff asked to limit the use of staff rooms and observe the Prevention and control guidance issued to all schools. Masks advised to be worn in communal areas as of the 02/11/2020.	YES	4	3	12
Prevention and control guidance measures not maintained during home to school transport is boarded directly from school	5 x children have taxis into school and staff have ensured that taxi companies are adhering to LA guidance. Taxi staff wear face masks and a member of staff escorts these childre to the taxi daily	YES	4	2	8
Prevention and control guidance measures not maintained at School Gate or drop off/pick up point	Parents reminded of our expectations of following guidance. Pupils hands are sanitized on entry and then they hand wash within the classroom in the wet areas. Main gates are supervised. No parents /carers will be allowed to wait on the school playground prior to the school opening. At the end of the day cones mark areas where parents can wait whilst distancing.	YES	4	3	12

Prevention and control guidance measures not maintained by pupils before school starts	Parents reminded of our expectations of following guidance. Pupils hands are sanitized on entry and then they hand wash within the classroom in the wet areas. Teachers and TAs greet and welcome children in daily. Staff are aware of those children who sanitise/Tersano spray due to sore hands etc.	YES	4	3	12
Prevention and control guidance measures not maintained in corridors	Teachers discuss with pupils the importance of keeping distanced in communal areas and to keep distance in front and behind. There are spacial markers on carpets in corridors and poster reminding children about the safety guidance. Playtimes and lunchtimes will be staggered to ease congestion and staff to supervise. Yellow markings throughout school to keep all pupils and staff apart, as well as posters reminding about washing hands. KAPOW and E-BUG posters displayed throughout the school. Handwashing posters are also displayed above sinks in all the toilets and wet areas for children and adults on site.	YES	4	3	12
Prevention and control guidance measures not maintained in classrooms	Pupils will be grouped in the smallest numbers possible within the capacity of the site and staffing (usual class groupings) Contact between classes to be limited to less than 15 minutes if possible.	YES	4	3	12
Prevention and control guidance measures not maintained during break and lunch times	Break and lunch times taken in year group 'bubbles' to minimise mixing and supervision provided. When outside, two bubbles may share the same area if this is required to ensure	YES	4	3	12
Prevention and control guidance measures not maintained during meals	Lunch times staggered and classes have a set half hour when they should be in the hall. All clases will eat in the dining room at staggered times to allow for cleaning beteen sittings but remain in their bubbles with at least distance from another bubbles.	YES	4	3	12
Prevention and control guidance measures not maintained during physical activities (PE etc)	Where possible, outdoor provision will be prioritised. Where indoor spaces are used maximum ventilation of the space will be implimented. Hands are cleaned prior to using any equipment and cleaned after. Equipment not to be shared will be cleaned after	YES	4	3	12
Contamination by moving and handling of furniture to facilitate prevention and control guidance	Designated staff to move furniture and clean where required. The moving of furniture will not happen unless essential.	YES	3	2	6

Lack of hand washing facilities	School has hand washing facilities in all toilets across the site, and in all classrooms. All classrooms and entrances have their own cleaning stations with Tersano and sanitiser. Tersano spray bottles, and soap dispensers are also available and will be topped up regularly. Tersano spray bottles are filled every morning with fresh solution. There are refill bottles available around the school to allow ease of refilling.	YES	4	2	8
Over-use or mis-use of hand sanitiser	Hand sanitiser available for visitors at Reception Any children using sanitiser will be supervised. Provision of a COVID safe non-alcohol-based product. All children will be supervised using this. Children who are allergic to hand sanitizer will wash their hands or make use of the Tersano spray or if specific allergies will provide their own.	YES	3	2	6
Staff and pupils not washing hands frequently	Staff and Pupils will wash their hands on arrival and departure of school premises and at the beginning and at the end of each lesson. As part of dynamic risk assessing: if a staff member thinks handwashing is necessary then do it.	YES	4	2	8
Cross-contamination from used tissues etc.	Waste bins with bin liners in all classrooms. Recycling bins are for paper only. Children will then wash hands immediately. Staff will reinforce Catch it, Bin it Kill it and posters displayed in the classrooms and around classrooms and reminded in assemblies. Children and adults will dispose of their tissues etc in the specific lidded foot operated bins.	YES	4	3	12
Disposal of potentially contaminated waste	Bin liners to be double bagged and stored for disposal. The cleaner is in school at the end of every day and during lunchtime.	YES	4	2	8
Cross contamination from sharing equipment	Equipment sharing discouraged as much as possible. Any shared resources will be cleaned with Tersano and children will wash their hands before and afterwards. Each Classroom provided with Tersano Spray Bottles and wipes to clean equipment between usage. In addition, each classroom has its own	YES	4	2	8
Cross-contamination from sharing personal possessions (water bottles, toys etc)	Pupils will provide their own water bottles which will be taken in and sanitised daily. Sharing of personal possessions is not permitted as they will not be allowed in school. Water bottles to be emptied and cleaned every day.	YES	4	2	8

Cross-contamination from use of welfare facilities (toilets, sinks, etc.)	Toilets and sinks etc. will be cleaned regularly throughout the day. Check lists will be located on the toilet doors to show regular checks and cleaning have taken place. Tersano spray to be provided in Adult bathroom areas and all contact areas should be sprayed and wiped before and after use.	YES	4	2	8
Cross-contamination from food served on premises	Catering Teams have updated their risk assessments and will follow government guidance. Food from home will be in sealed containers and sprayed with Tersano.	YES	4	1	8
Lack of appropriate cleaning materials and PPE for cleaners	Cleaning Contractors will provide their staff with the appropriate PPE.	YES	4	1	8
Visitors (including contractors) on the school site	Only necessary visitors and Contractors will be permitted on site and all visitors will be required to sanitise and then wash hands on arrival and departure and accordingly throughout the day. Guidance issued to ensure they are able to follow all COVID secure practice on the school site. Any resources will also be cleaned periodically. All visitors to wear face masks when inside the school building.	YES	4	1	4
Provision of First Aid equipment to support pupils (including Paediatric FA where appropriate)	First Aid kits, in all classrooms, the office and the staffroom are fully stocked. Additional items are in the cabinet in the 3/4 work area, the staffroom and in the isolation room. Accessible PPE for staff administering First Aid is available in the staffroom and the isolation room.	YES	4	2	8
Providing care for pupils (dispensing medicines etc)	Disposable gloves available if required and aprons if appropriate. All individual care plans are reviewed and updated accordingly	YES	4	2	8
Providing care for pupils with specific care needs (support for toileting etc.)	Individual Risk Assessment and care plans will be reviewed to ensure COVID secure and PPE available as required.	YES	4	3	12
Providing care for pupils with specific emotional or behavioural needs	Individual Risk Assessment and care plans will be reviewed and updated. PPE available if required	YES	4	2	8
Prevention and control guidance measures to keep occupied spaces well ventilated not followed	All staff on entering a room must check to ensure that all windows are opened enough to provide a constant ventilation, during breaks external and internal doors (excluding fire doors) should be fully opened if it is safe to do so.	YES	3	2	6

<p>The need for increased ventilation creates a learning space where temperature is below the accepted level</p>	<p>Open high-level windows in preference to low level to reduce draughts. Increasing the ventilation while spaces are unoccupied (e.g. between classes, during break and lunch, when a room is unused) Provide flexibility in school uniform requirements to allow additional, suitable indoor clothing. Rearranging furniture where possible to avoid direct drafts Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</p>	<p>YES</p>	<p>2</p>	<p>3</p>	<p>6</p>
<p>Evacuation procedures during reduced occupancy of the school</p>	<p>Fire Evacuation Procedures remain the same; class bubbles and evacuation exits. Pupils are able to line up safely on the top playground at the assembly point for N and KS 1 and on the field for KS2. Communication will be maintained to each group via radio. In the event of an emergency staff and pupils to evacuate from the nearest exit and report to the Assembly Points. 'Class bubbles ' will be kept apart to ensure Prevention and Control guidance is maintained.</p>	<p>YES</p>	<p>5</p>	<p>1</p>	<p>5</p>
<p>The school has a lack of staff in school due to Health and Safety Concerns</p>	<p>The school has communicated its response to Coronavirus to all staff and has made them fully aware of the measures put in place to ensure that the school community are kept as safe as possible when on site. Additional training was held for all staff on 4th January 2021. Headteacher will contact all staff before full reopening on 8th of March 2021 to ensure staffing levels are adequate and will maintain regular communication to gauge staff attendance ongoing.</p>	<p>YES</p>	<p>4</p>	<p>3</p>	<p>12</p>
<p>Transmission of the virus due to staff being on site who are positive yet undiagnosed due to being asymptomatic</p>	<p>From week beginning 25/01/2020, the school will offer rapid asymptomatic coronavirus testing to all staff using Lateral Flow Device Tests (LFD). Staff who test positive or have two void readings will self isolate and the relevant 'bubbles' will be closed in line with normal procedure. The member of staff will book a confirmatory PCR test. Bubble will remain closed until a negative PCR test outcome is received or the 10 day isolation period has ended.</p>	<p>YES</p>	<p>4</p>	<p>3</p>	<p>12</p>
<p>Transmission of the virus due to cross bubble intervention work</p>	<p>Specialist teaching through intervention sessions can now take place with the following measures: sanitisation of area between use well ventilated areas</p>	<p>Yes</p>	<p>4</p>	<p>2</p>	<p>8</p>

























