

RISK ASSESSMENT FOR:



# COVID-19

Assessment by: RJT/Wm

Date: 28.02.2022

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE																								
Contact with someone suffering from coronavirus	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> <li>• Contractors</li> <li>• Visitors</li> </ul>	Hand sanitiser will remain available in school and staff and students will be encouraged to practise good hygiene standards including regular hand washing.	Wm/RJT First aiders Caretakers Cleaners  Wm/RJT																								
Spreading infection due to touch, sneezes and coughs	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> <li>• Contractor</li> <li>• Visitors</li> </ul>	<p>The school believes that, despite the removal of restrictions and guidance relating to the transmission of COVID 19, it remains important to retain some of the good practices put in place during the pandemic. With this in mind, there will be allocated toilets for each year group to enable them to wash their hands. Unfortunately, we do not have enough to offer separate facilities for Year 10 and 11. Hand sanitiser will still be provided in each classroom.</p> <table border="1" data-bbox="548 965 1579 1161"> <thead> <tr> <th colspan="6">Allocated toilets for washing hands</th> </tr> <tr> <th></th> <th>7</th> <th>8</th> <th>9</th> <th>10</th> <th>11</th> </tr> </thead> <tbody> <tr> <td><b>Boys</b></td> <td>By M5</td> <td>By M6</td> <td>Science</td> <td>East Block</td> <td>East Block</td> </tr> <tr> <td><b>Girls</b></td> <td>By M4</td> <td>By M7</td> <td>Science</td> <td>East Block</td> <td>East Block</td> </tr> </tbody> </table> <p>Everyone in school will be encouraged to maintain good hygiene practices by:</p> <ul style="list-style-type: none"> <li>• Frequently wash their hands with soap and water for 20 seconds and dry thoroughly using <a href="#">NHS guidelines</a>, or use alcohol-based hand sanitiser to cover all parts of their hands</li> <li>• Clean their hands-on arrival, before and after eating, and after sneezing or coughing</li> <li>• Be encouraged not to touch their mouth, eyes and nose</li> <li>• Use a tissue or elbow to cough or sneeze, and use bins for tissue waste</li> </ul>	Allocated toilets for washing hands							7	8	9	10	11	<b>Boys</b>	By M5	By M6	Science	East Block	East Block	<b>Girls</b>	By M4	By M7	Science	East Block	East Block	Wm/RJT Caretakers
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		Supplies for soap, hand sanitiser and disposable paper towels and tissues will be topped up regularly and monitored to make sure they're not close to running out.	
Spreading infection through contact with coronavirus on surfaces		<p>Cleaning staff will continue to regularly clean frequently touched surfaces using enhanced anti-bacterial cleaning products including:</p> <ul style="list-style-type: none"> <li>• Banisters</li> <li>• Classroom desks and tables</li> <li>• Toilet facilities</li> <li>• Door and window handles</li> <li>• Furniture</li> <li>• Light switches</li> <li>• Reception desks</li> <li>• Teaching and learning aids</li> <li>• Sports equipment</li> <li>• Telephones</li> <li>• Fingerprint scanners</li> </ul> <p>Items that need laundering (e.g. towels, flannels, bedding) will be washed regularly in accordance with the manufacturer's instructions, on the warmest water setting. These items will not be shared between children between washes.</p> <p>Areas of the school that are used by students will be cleaned thoroughly at the end of the day. A deep clean will take place of any areas within school which have been identified as a potentially contaminated area following the reporting of any positive tests.</p>	Caretakers Cleaners
Spreading infection due to excessive contact and mixing between students and		<p>Students will be encouraged to remain in 3 different recreational zones: Year 7, Years 8 &amp; 9, Years 10 &amp; 11.</p> <p><b>The wearing of face masks on Kingsmead school site</b> Although the wearing of face masks on school sites is not included on the most recent guidance, any staff or students who wish to continue to do so will be fully supported.</p> <p>Anyone wearing reusable face coverings will be expected to bring a plastic bag to keep these in. If they're using disposable face coverings, these will be put in a covered bin. They should also sanitise or wash their</p>	Pe

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staff in classrooms		<p>hands after removing the covering.</p> <p>A number of CO2 monitors will be placed in classrooms around the school to help continue to monitor ventilation in different spaces. Staff may be asked to note CO2 levels during the day to aid this process.</p>	
Spreading infection due to excessive contact and mixing between students and staff around the school	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> </ul>	<p>Student groups will continue to have staggered break times, and end of the school day departure from site will be co-ordinated to avoid too many students being in one place at the same time.</p> <p>Staff will re-emphasise the importance of students walking on the left, particularly in the main block to avoid congestion.</p>	SLT & all staff
Spreading infection due to the school environment	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> </ul>	<p>Fire, first aid and emergency procedures will be reviewed to make sure they can still be followed in the event of limited staff and changes to how the school space is being used.</p> <p>Staff will be encouraged to keep classrooms ventilated by opening windows or using ventilation units where possible. Doors may be propped open, where fire safety and safeguarding wouldn't be compromised.</p>	Wm/RJT Caretakers
Spreading infection due to excessive contact and mixing in meetings	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> <li>• Contractor</li> <li>• Visitors</li> </ul>	<p>The pandemic has enabled schools and business to adapt their approaches to holding meetings. Where appropriate, meetings should still take place online to avoid unnecessary travel and time loss. Large group meetings will be held in appropriate spaces to help prevent potential transmission and therefore staff illness.</p>	Wm/RJT

<p>Individuals vulnerable to serious infection coming into school</p>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> <li>• Contractor</li> <li>• Visitors</li> </ul>	<p><b>Students who are clinically vulnerable</b></p> <p>All children and young people should continue to follow the same guidance as everyone else, which can be found at <a href="http://www.gov.uk/coronavirus">www.gov.uk/coronavirus</a>. For a very few individual children specific clinical advice may be given and this should continue to be followed.</p> <p><b>Staff who are Clinically Vulnerable</b></p> <p>Clinically Vulnerable staff can continue to attend school. Anyone who is considered to be Clinically Vulnerable should contact the Director of Finance and Operations to ensure an individual risk assessment can be completed. While in school they must follow the system of controls to minimise the risks of transmission and individual risk assessments will be carried out with any staff who identify themselves as Clinically Vulnerable.</p> <p>Pregnant women are in the 'clinically vulnerable' category and are generally advised to follow the above advice, which applies to all staff in schools. All pregnant women should take particular care to practise frequent thorough hand washing, and cleaning of frequently touched areas in their home or workspace, and follow the measures set out in the system of controls section of this guidance to minimise the risks of transmission.</p>	<p>Wm/RJT</p>
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<b>DATE OF REVIEW 1: 02.11.2020</b>		<b>COMMENTS:</b>		
<b>Additional Control Measures</b> <i>(to take account of local/individual circumstances including changes such as working practices, equipment, staffing levels).</i>	<b>Action by Whom</b> <i>(list the name of the person/people who have been designated to conduct actions)</i>	<b>Action by When</b> <i>(set timescales for the completion of the actions – remember to prioritise them)</i>	<b>Action Completed</b> <i>(record the actual date of completion for each action listed)</i>	
Wm & ECP reviewed this risk assessment and agreed a new RA should be in place to reflect latest guidance.	Wm & ECP	13.11.2020		
<b>DATE OF REVIEW 2: 23.11.2020</b>		<b>COMMENTS:</b>		
<b>Additional Control Measures</b> The risk assessment has been updated with recent advice and guidance.	<b>Action by Whom</b> Individual risk assessments to be carried out when required	When required	When required	
<b>DATE OF REVIEW 3: 04.01.2021</b>		<b>COMMENTS:</b>		
A separate risk assessment will be needed for Lateral Flow Testing	Wm & RJT	08.01.2021	Yes completed	
<b>DATE OF REVIEW 4: 03.03.2021</b>		<b>COMMENTS:</b>		

The risk assessment has been updated with recent advice and guidance in relation to the return of students on March 8 <sup>th</sup> .	Wm & RJT	08.03.2021	Yes completed
<b>DATE OF REVIEW 5: 14.05.2021</b>	<b>COMMENTS:</b>		
The risk assessment has been updated in accordance to the DfE guidance regarding the wearing of face coverings in school. <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/what-parents-need-to-know-about-early-years-providers-schools-and-colleges-during-covid-19">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/what-parents-need-to-know-about-early-years-providers-schools-and-colleges-during-covid-19</a>	Wm & RJT	14.05.2021	Yes completed
<b>DATE OF REVIEW 6: 04.06.2021</b>	<b>COMMENTS:</b>		
Risk assessment was reviewed inline with school timings taking effect from June.	Wm & RJT	04.06.2021	Yes completed
<b>DATE OF REVIEW 7: 01.09.2021</b>	<b>COMMENTS:</b>		
Risk assessment was reviewed in line with school timings taking effect from September.	Wm & RJT	01.09.2021	Yes completed
<b>DATE OF REVIEW 8: 05.10.2021</b>	<b>COMMENTS:</b>		
Risk assessment was reviewed following Public Health Advice for the school to move into 'Amber' from 'Blue'. Updates included the wearing of face masks and remote assemblies and meetings	Wm & RJT	05.10.2021	Yes completed
<b>DATE OF REVIEW 9: 02.01.2022</b>	<b>COMMENTS:</b>		
Risk assessment was reviewed following updated Government guidance released on 02.01.2021. This included the re-introduction of face coverings in classrooms.	Wm & RJT	04.01.2022	
<b>DATE OF REVIEW 10: 01.03.2022</b>	<b>COMMENTS:</b>		
Risk assessment was reviewed following updated the Government guidance " <a href="#">Living with COVID-19</a> " released February 2022.	Wm & RJT	28.02.2022	

DATE OF REVIEW 10: 26.01.2022	COMMENTS:		
<b>Additional Control Measures</b> <i>(to take account of local/individual circumstances including changes such as working practices, equipment, staffing levels).</i>	<b>Action by Whom</b> <i>(list the name of the person/people who have been designated to conduct actions)</i>	<b>Action by When</b> <i>(set timescales for the completion of the actions – remember to prioritise them)</i>	<b>Action Completed</b> <i>(record the actual date of completion for each action listed)</i>
	Wm & RJT	26.01.2022	