

Hazard Description	Persons Affected	Risk Consequence (Resulting Harm)	Revised Controls (Reduce Risk)	Reviews with Date
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Harvington School

Whole School Assessment in light of Covid19

Department:	Whole School
School / Site:	20 - 24 Castlebar Road
Location:	Whole school
Purpose of Assessment:	Health & Safety and Risk Assessment in light of Covid19
Date:	Updated: 01.09.2020
Assessor /Job Title	Anna Evans / Jane Wallace

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1. Gate contamination	All children / staff / visitors / parents	Infection through being too close to general public and touching gate	Gate propped open during coming and going	
2. Soiled and contaminated flooring	All Children and staff	Contamination / spread of virus	Carpets and floors deep cleaned weekly	
3. Spread of virus through infected person	Children, staff and parents	Infection to Covid19	Temperature tests on arrival in school for staff and children. Anyone with symptoms stays away and self-isolates	
4. Control of possible virus within the school	All children, parents and adults	Spread of infection within the school	<p>Parents will not be coming through school gate. Visitors or parents to come into school by appointment only and to be wearing mask, have their temperature taken and sanitise their hands.</p> <p>children's & staff temperature checked on arrival in the morning</p> <p>Regular sanitising of hands - children cleanse their hands on arrival and at designated times</p> <p>Teachers have perspex screens on desks & discouraged from being close to children</p> <p>Regular sanitising of surfaces - any equipment to be used will be sanitised at end of each session in specialist classrooms</p> <p>Ensure all areas used such as tables and chairs and IWB and surfaces are cleaned by teachers but encourage children to also clean frequently with wipes at the end of each day</p>	<p>Staggered and controlled arrival in and out of school</p> <p>Everyone will be given the option to wear masks</p> <p>ASC staff to sanitise the Nursery area after use, in order to control cross contamination.</p> <p>Any resources that have heavy use such as books, to be wiped clean as far as is practicable and a system of quarantining reading books is adopted.</p> <p>STAFF TRAINING:</p> <p>Ensure all staff have read this risk assessment. That they are aware of latest procedures of staggered start and end of school day and that they understand the government's</p>

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			<p>Such regular, daily cleaning of setting will be done more stringently and with disinfectant and time will be allowed for this, esp Friday afternoons for deeper cleaning</p> <p>Bannisters, light fittings, door handles, toilets to be sanitised by site manager twice each day</p> <p>Equipment used by Nursery outdoors and any other outdoor equipment used, to be sanitised after each bubble.</p> <p>STAFF TRAINING:</p> <p>Ensure all staff have read this risk assessment. That they are aware of latest procedures of staggered start and end of school day and that they understand the government's guidelines of 'System of Controls'.</p>	<p>guidelines of 'System of Controls'.</p>
5. Virus spread through close contact	All children and adults	Infected staff or pupils	<p>Children encouraged to stay apart from each other both inside if possible and outside and pay heed to 2 metre distance if poss. Stickers on floor to encourage this</p> <p>Staggered start and end of school day</p>	
6. Spread of virus through bodily fluids	Adults and children	Infected staff or pupils	<p>Adults who may need to deal with intimate care should wear a plastic apron, and gloves. These PPE must be disposed of by pulling the apron off and holding it in hand as gloves are pulled over and inside out with apron inside and disposed of. Then hands washed for 20+ seconds</p> <p>Lavatories to be cleaned and sanitized twice a day – in the middle of the day and in the evening</p>	

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7. Spread of virus through sneezing, coughing & soiled tissues	All adults and children	Infected staff or pupils	<p>Encouraged to lessen the spread by using tissues or if not to hand then cough or sneeze in to your elbow</p> <p>Continue with good respiratory hygiene - promote the 'catch it, bin it, kill it' approach</p> <p>Supply bins with lids in all areas</p> <p>Ensure bins are emptied and sanitised daily</p>	
8. Minimising contact and mixing by altering, as much as possible, the routines, the timetables, the school opening & closing times and break times			<p>Bigger groups to go to bigger spaces such as the Art room, gym or dining room</p> <p>Playground divided into 2 to discourage mixing. Transition to use their own outdoor space</p> <p>Desks indoors to be kept apart as much as is practicable</p>	<p>Staggered arrival and dismissal to school.</p> <p>All music lessons to be in the gym and with social distancing.</p> <p>All drama lessons to be in music room which is bigger than drama room.</p> <p>All dance lessons to be single so as to have only one year group and not two.</p>
9. control of virus through equipment & other materials	Staff, children, adults at home	Transmission of virus	<p>Any resources that have heavy use such as books, to be wiped clean as far as is practicable and a system of quarantining reading books is adopted.</p> <p>IT equipment such as keyboards or screens of iPads to be wiped with anti bac both before and after use</p>	Any resources that have heavy use such as books, to be wiped clean as far as is practicable and a system of quarantining reading books is adopted.
10. A child / teacher develops symptoms / tests positive	Staff / children	Transmission of virus	Test, track & trace and isolate	

Date completed: 26th May 2020.....

Date reviewed:1st September 2020.....

Risk Reported to Governors committee: 26th May 2020.....

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