

School Covid 19 Risk Assessment – September 2020

This risk assessment tool can be used as a template for your own school covid risk assessment in readiness for the new school term in September. All Community and Voluntary Controlled schools must submit its completed risk assessment for verification by the local authority's H&S Service. Please send your risk assessment to schoolhealthandsafety@wiltshire.gov.uk and await confirmation that it has met the required standard. For many schools, you may be able to re-use information from the your existing covid risk assessment but we have highlighted new or amended parts of the template in GREEN for your convenience. You should remove this highlighting in your final document.

If you need specialist Public Health advice to help make local interpretation of any part of the guidance regarding transmission risks, please contact publichealth@wiltshire.gov.uk

All risk assessments must meet the required standard prior to schools opening in September. Please add appropriate contact details if you anticipate that correspondence will be necessary outside of term-time in order to achieve this.

Name of School	Pewsey Vale School
Name of Headteacher	Neil Pritchard
Assessment completed by	Neil Pritchard
Assessment date	Updated 24/8/2020

This risk assessment template sets out the measures that may be used to maintain a safe environment for all occupants and visitors to the school/setting and to reduce the transmission risk of covid-19 coronavirus as far as is reasonably practicable. Particular attention must be given to those at greatest risk including vulnerable groups, pregnant women, and those with underlying health conditions; and to new staff and pupils who may be unfamiliar with the site.

Use the template to prepare a specific risk assessment for your school/setting. It must be kept under review and updated accordingly.

Useful links:

Government guidance for full opening of schools can be found [here](#)

Government guidance for after school clubs and other out of school settings can be found [here](#)

Right Choice Coronavirus Resources are available [here](#).

Science teaching Coronavirus advice is available from CLEAPSS [here](#)

Design Technology Coronavirus advice is available from CLEAPSS [here](#)

Physical Education Coronavirus advice is available from AfPE [here](#)

Where separate risk assessments are required for specialist situations as set out in the template below, these do not need to be submitted to the local authority but should be available for scrutiny from LA or HSE enforcement officers. All community and voluntary controlled schools must submit a completed risk assessment to:

Rationale & Context

Pewsey Vale School is a small school and we have always endeavoured to deliver a personalised and balanced curriculum to all of our students. Throughout the CV19 lockdown we have remained committed to this and have provided our students with a range of support; both pastorally and educationally.

However, we do not underestimate the potential damage that has been caused by our students not been able to access their normal curriculum and lesson delivery. In addition, we accept that the measures we are now going to put in place will potentially be required for the coming year (if not longer).

Therefore, we intend to run our school curriculum as normal as possible. The rationale being that as a small school, our Key Stages (Yrs 7-9 & Yrs 10-11) are smaller than most secondary schools' year groups. In the government's document 'Guidance for full opening: schools' it

recognises that by grouping students in small bubbles causes a compromise for the delivery of the curriculum at secondary level. It also categorises students passing each other in corridors as low risk.

Our job is to try to deliver and high quality, broad and balanced curriculum whilst also trying to reduce the amount of contact bubbles have with each other.

Therefore, in summary, we intend to:

- Deliver our curriculum as normal as possible
- There will be two overarching bubbles – Key Stage 3 (222) and Key Stage 4 (120)
- There is a one-way system for movement around the school
- The Key Stage 3 bubble will be further divided into separate zones during non-teaching times into the different year groups
- Year 7 – 9 will be taught in the same class group for all lessons (Year 7 in tutor groups & Yr 8-9 in English sets)
- KS 3 will enter & exit the school through the main entrance & KS 4 will via the green gate by the Sports Centre
- The students will enter the classrooms immediately as they arrive
- Seating plans will be adhered to and recorded on Class Charts
- Tables and chairs will be cleaned by staff / students as they enter the classroom
- We will respond and adapt our plan and RA as the need arises

RISK	CONTROL MEASURES TO CONSIDER	LOCAL APPLICATION OF MEASURES
1. Maintaining distancing and reducing contact – entrance and exit routes		
<p>Numbers arriving simultaneously on school transport impede the means to distance or reduce contact, and impede effectiveness of staggered start/finish times of school day</p>	<ul style="list-style-type: none"> • Arrange separate ‘holding’ areas for each group to minimise contact (ideally these should be outside if weather permits) • Encourage parents to make other arrangements for travel to/from school other than school transport. • Staff on duty to supervise • Signage at school transport pick up/drop off point 	<p>Key Stage 3 will enter & exit the school through the main student entrance and then use the Hall and outside the LRC as their holding area. The Hall will be further divided into year group spaces. Key Stage 4 will enter and exit the school via the green gate at the side of the school by the Vale Sports Centre. Parents will be contacted to communicate the expectation regarding all transport of students to and from school to reduce congestion.</p> <p>We have increased the number of duty staff by 100% to help facilitate and support students during the first half term (this will be reviewed).</p> <p>There is clear signage visible at drop off and pick up explaining where the students need to go.</p>
<p>Numbers of parents and children at entrances and exits impede social distancing.</p>	<ul style="list-style-type: none"> • Instructions for parents/carers on distancing rules on site. • Staggered start/finish times for different groups. • Markers on floor for children and parents to wait. Ensure markings do not create slip/trip hazard • Use of different entrances/exits for different groups. • Only one parent/carer to accompany child. • Staff on duty to supervise. • Signage. 	<p>All parents will be sent information in a FAQ document explaining what the school’s expectations are regarding pick up and drop off. Signage is visible at the entrance and reception explaining rules and procedures.</p> <p>We have not introduced a staggered start/finish due to the number of students on buses and also the smaller size of our school. However, we have liaised with the primary school and Children’s Centre and changed our entry / exit points to reduce overlap regarding footfall.</p> <p>KS3 will enter at the front of the building & KS4 via the green side gate by the Vale Sports Centre.</p> <p>Only one parent to drop off their child where necessary. An increased staff presence will be strategically placed to supervise and support.</p> <p>Clear signage displayed throughout the school.</p>
<p>Changes to school routine cause vehicular and pedestrian traffic management issues.</p>	<ul style="list-style-type: none"> • Encourage parents to walk/cycle to school with children. • Stagger drop off / pick up times. • Minimise vehicles on site 	<p>We have liaised with the primary school and Children’s Centre to reduce cross contamination potential.</p> <p>Parents have been encouraged not to come with their child if possible and students to walk to school where possible.</p>

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	<ul style="list-style-type: none"> Review traffic management risk assessment where changes to start/end of day apply. Staff on duty to supervise. 	<p>Students who catch a bus at the end of the school day will either exit the school via their exit point or wait in the designated 'Bus Bubble Waiting Area'. This will be monitored by the duty staff.</p>
<p>2. Maintaining distancing and reducing contact – internal areas and play areas</p>		
<p>Pupil numbers and room sizes impede the means to reduce contact</p>	<ul style="list-style-type: none"> Where practical, arrangements will aim to reduce contact and maximise distancing between pupils and staff; and between staff themselves. Pupils will reduce contact by being grouped together. For primary schools this is likely to be in class sized groups. For secondary schools this may be in up to year sized groups. Record the names of pupils in each group, and any close contact that takes places between children and staff in different groups. Remove excess furniture to safe storage areas to increase space. Desks to be spaced out as far as possible but do not impede fire escape routes and exits. All desks to face forward with pupils sat side by side. Floor markings to illustrate 2m areas around teaching positions. Children to remain at their desks when in the room. Children to use the same desk each day. Lessons planned for individual work as opposed to close group work. Distancing and reducing contact to be explained to children with regular reminders. Signage/Posters in each classroom. 	<p>Students have been grouped into two overarching bubbles – Key Stage 3 (222) and Key Stage 4 (120). The Key Stage 3 bubble will be further divided into separate zones during non-teaching times into the different year groups. Year 7 – 9 will be taught in the same class group for all lessons (Year 7 in tutor groups & Years 8-9 in English sets). Years 10 & 11 will be taught in their curriculum classes.</p> <p>There is a one-way system for movement around the school which all staff and students will adhere to. Clear signage indicates this.</p> <p>Every class will have a seating plan and this will be recorded on Classcharts which will enable us to track which students have sat next to each other.</p> <p>Desks are arranged all facing the front with students sitting side by side and a 2-metre space clearly marked out for the teacher.</p> <p>Tables and chairs will be cleaned by staff / students upon entering the classroom using an appropriate cleaning product – sprays and wipes available.</p> <p>There will be a briefing session led by the tutor / SLT for students during their first day and then regular reminders via lessons /</p>

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	<ul style="list-style-type: none"> • Consider the use of school grounds / local environment to extend the range of teaching spaces available • Staff to supervise and enforce measures. • The wearing of any PPE is not considered a necessary control measure except where set out specifically in this risk assessment for first aid or medical attention needs. • Ventilation improved where practicable by having windows open. 	<p>virtual assemblies.</p> <p>Each classroom has signage reminding students about the procedures and their safety as well as around the school building.</p> <p>There has been an additional Inset day provided for all staff to brief them on the school's procedures and expectations so that staff are fully prepared.</p> <p>Staff do not have to wear PPE unless they are administering first Aid. However, some staff may wish to wear it.</p> <p>Doors and windows will be opened in classrooms where appropriate. On colder days, coats may be worn inside should individuals require it.</p>
<p>Number of pupils and staff moving around the school impede the means to distance and reduce contact in corridors and other communal spaces</p>	<ul style="list-style-type: none"> • Minimise movements of whole groups and individuals outside of the classroom. • Use of a one-way system around the school. • A 'walk on the left' policy if one-way not practicable. • Consider using the pathways around the perimeter of the building to assist with circulation (weather and site layout dependent). • Lane markings on floor and distancing markings in areas where queuing is likely. • Areas not in use to be closed off (not escape routes). • Children to keep coats, bags, lunchboxes etc with them in the classroom (under desks) or in suitable storage area. • Signage. • School assemblies to be completed electronically 	<p>All staff and students will move around the school using the one-way system - up the English stairs and down the MFL stairs, in Maths block and exit from the Textiles door, in the Science block and exit via the fire exits.</p> <p>Each Key Stage has a different block of toilets to use. Students will be expected to wash their hands regularly during the day as well as using hand sanitiser.</p> <p>Lane markings, signage and barriers are used around the site to show routes and designated areas.</p> <p>Students will be expected to keep all belongings on them under their tables or in allocated spaces where appropriate. Students also have access to lockers but must use the one-way system when going to them.</p> <p>Any school assemblies will be delivered using Microsoft Teams.</p>

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	<ul style="list-style-type: none"> Acts of worship and other typically communal events to take place in groups (not whole school) 	
<p>Number of pupils and size of space impede the means to distance and reduce contact when using toilets</p>	<ul style="list-style-type: none"> Apply a maximum number of pupils in toilet rule to maintain distancing and reduce contact. Where practicable avoid different groups using the same facilities at the same time. Distance markings on floor in queuing area 	<p>There is only a maximum of 4 people in each toilet block at any one time.</p> <p>KS3 will use the Drama block toilets and KS 4 the Tech block. Markings are on the floor to indicate where students should queue.</p>
<p>Number of pupils and available space impede the means to distance and reduce contact at breaktime and lunchtime</p>	<ul style="list-style-type: none"> Staggered break and lunch times. Allocated play areas for each group. Consider zoning of play areas using markings / cones to reinforce distancing. Limit use of outdoor play equipment to designated groups at fixed periods Games which encourage distancing and reduce contact. Staff supervision to maintain standards. Any crockery/cutlery used must be cleaned thoroughly. Catering contractors and other food provision has been subject to specific risk assessment. 	<p>Each Key Stage has a different zone to go to for break and lunch; KS 3 has the Hall, the LRC (at times) and the Courts. KS 4 has the New Canteen, outside of Science and Tech as well as the back field (at times).</p> <p>There is no outdoor play equipment accessible for students, other than the football posts in the Courts. Seating areas will be available in the different zones.</p> <p>SLT and lunch-time staff will be on duty during the lunchtime.</p> <p>There will be 2 serving points for school meals. KS3 will be served from the normal dining area and have allocated times (in year groups), they will eat their food in the hall or outside. KS4 will be served from the back of the New Canteen and eat their food there or outside the Tech block.</p> <p>Amanda, Cath and Jo will facilitate the serving of food and the delivery distribution. All packaging & cutlery will be disposable. The Primary School staff will collect their food from outside of the green gates so that they do not cross contaminate our site.</p>
<p>Number of staff and size of staff rest spaces impede the means to distance and reduce contact</p>	<ul style="list-style-type: none"> Removal of furniture to create more space. Removal of communal equipment (mugs etc) Staggered break times for staff. Repurpose unused spaces for additional staff rooms. Staff toilets to enforce 2m distancing. 	<p>The staff room has been set up for social distancing. We have opened the Meeting Room for staff to use as a work room. Food and any drinks will be consumed in the staff room. There is an additional staff area in the Science block that can also be utilised.</p> <p>Staff briefings will still be held the staff member who is presenting</p>

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		<p>standing in the middle section and both sides of the staff room being used by staff.</p> <p>Cubicles within the staff toilets allow for social distancing. A one-way system has been introduced in the male toilets.</p>
3. Hygiene and Cleaning	Guidance on cleaning non-healthcare settings	
<p>Cleaning staff levels are insufficient to deliver enhanced cleaning regime.</p>	<ul style="list-style-type: none"> • Confirm available cleaning staffing levels before wider opening. • Use of contractors or other school staff for additional cleaning. • Agree the new cleaning requirements and additional hours for this. • PPE to be worn by cleaning staff as dictated by risk assessment. 	<p>The school has a team of cleaning staff who have allocated cleaning zones daily.</p> <p>The school will also deliver a schedule of regular Thermo Fogging in the different classrooms which will be prioritised based on footfall and usage. There is additional PPE worn by staff trained to use the Thermo Fogger.</p> <p>All cleaning staff have been provided PPE which is worn when cleaning.</p> <p>The cleaning schedule will be reviewed regularly to assess whether it needs to be further increased.</p>
<p>Insufficient handwashing and hygiene facilities increase the risk of transmission.</p>	<ul style="list-style-type: none"> • Children to handwash on entry to school, before and after each break and lunch, on changing classrooms, leaving school and after using toilet. • Ensure supplies of suitable soap. Skin friendly cleaning wipes can be used as an alternative • Extra signage to encourage washing hands. • Ensure help is available for children who cannot clean their hands independently. • Hand gel dispensers at strategic locations around the site to complement handwashing facilities. • Supplies of tissues and lidded bins in each teaching space and classroom. • Promotion of the 'Catch it, Bin it, Kill it' campaign to pupils and staff. 	<p>Students will have access to their allocated toilet block to wash their hands regularly.</p> <p>Each classroom will have hand gel available for students to use on entry.</p> <p>Signage is in place to remind students the importance of hand hygiene.</p> <p>Any resources used will be cleaned thoroughly, fogged or left for 48 / 72 hours to decontaminate.</p>

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	<ul style="list-style-type: none"> Resources are rotated or left to de-contaminate for 48 hours (or 72 hours if plastic) if being used by different groups. 	
Exposure to new hazardous substances (products)	<ul style="list-style-type: none"> COSHH assessment to be carried out for any new cleaning/sanitising products in use. Additional cleaning staff to be made aware of the COSHH risk assessments. Appropriate storage of hazardous substances. Material data sheets to be made available for new and existing products. 	<p>Full COSHH done by company on Thermo Fogger. QR code available for any parent who has questions. The company have agreed to field any questions or concerns that we have. Any staff using this equipment have been trained by the company.</p> <p>Hazardous materials are stored either in Science Prep Room or caretaker's lockable workshop.</p>
4. Site and Buildings	DfE Guidance on school premises management	
Visitors/contractors/suppliers on site increase the risk of transmission.	<ul style="list-style-type: none"> Site visits only by pre-arrangement. A record of some visitors must be kept for 21 days specific guidance 2m exclusion zones/markings in Reception areas. Information/signage for visitors informing them of the infection control procedures. Deliveries and visits outside of school opening hours where possible. Provision of hand sanitiser at main school entrance. Process for the acceptance of deliveries required i.e. area where deliveries can be safely left. 	<p>Site visits are only done by prearranged appointments and a member of the support team will facilitate this in the absence of our caretaker. These will be scheduled before or after school where possible.</p> <p>All visitors sign in using our electronic system; a record is kept on file.</p> <p>2 m exclusion zone is adhered to in reception – 1 metre either side of the threshold for any people coming in to the school.</p> <p>Hand sanitiser is available in reception.</p> <p>All post will be left in reception and stored safely until staff can collect.</p>
Changes affect normal emergency procedures.	<ul style="list-style-type: none"> Review of fire assembly points to accommodate reduced contact and distancing where practicable. Fire drill practice to train new arrangements. Other contingency emergency plans to be reviewed including lockdown procedures, major disruption through loss of services, gas leak etc. 	<p>We have moved our fire assembly point to our Courts. Each year group has a designated zone where students will meet in alphabetical order in their tutor groups.</p> <p>Every year group will be briefed during their first day and have a fire drill in the first few weeks.</p>

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		Lockdown procedures and other emergency plans have been reviewed and remain suitable during Covid.
Site security is compromised by new arrangements.	<ul style="list-style-type: none"> Normal security standards will apply, doors which may be used for drop-off/pick up should then be closed during the school day (and locked if not fire doors). Additional ventilation via open doors and windows should not occur in unoccupied parts of the site. 	<p>The staff will need to be more vigilant as our site will potentially be more accessible at certain times of the day. Therefore, staff presence at these points is essential.</p> <p>All windows will be shut at the end of the day by the teachers and checked by the site staff.</p>
Building checks not taken place	All usual building checks are to be undertaken as normal including flushing of water outlets, schedules of preventative maintenance, portable appliance testing and asbestos monitoring.	<p>All building checks, schedules, etc are maintained by our substitute caretaker. Legionella checks occur every month by external contractor.</p> <p>Any additional H&S needs are assessed by our annual H&S audit through WCC.</p>
5. Equipment and furniture		
Shared play equipment increases the risk of transmission.	<ul style="list-style-type: none"> Individual items of play equipment and other shared items used for teaching are to be cleaned between each use by each group. 	Each piece of equipment will be wiped down and sanitised before another individual can use it. This will be particularly relevant in PE, Music, Technology, Computing and Art. Science will demonstrate practical lessons but student practical lessons will not be happening in the first instance.
Shared equipment, fittings and resources increase the risk of transmission.	<ul style="list-style-type: none"> Handwashing before and after each lesson. Remove unnecessary items from the classrooms and store elsewhere. Cleaning regime for door handles, press to exit buttons, communal surfaces. Children asked to bring in own stationery or have allocated, named, packs of stationery per child. Resources and surfaces to be cleaned each night. Lessons planned so sharing of resources in minimised. 	<p>Students will sanitise their hands at the start of each lesson.</p> <p>Classrooms have been laid out so that all students are sitting facing the front in either rows or separate desks.</p> <p>The school is utilising a clean desk policy as from the 4th September so that all teachers' desks in classrooms have only the fundamental equipment on them.</p> <p>Students and staff will have access to wipes and cleaning products to sanitise their desks and chairs upon entry.</p> <p>Students have been asked to bring in their own stationary equipment.</p> <p>Where required, equipment will be sanitised every evening or fogged where appropriate.</p> <p>Lesson and curriculum plans mean that teaching has been adapted</p>

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		to minimise the sharing of equipment.
Increased manual handling tasks increase the risk of musculoskeletal injuries.	<ul style="list-style-type: none"> Staff must not attempt to move large or heavy items unless they are fit to do so. 	Key support staff have been identified to help move items around the site when required and where appropriate.
6. Health and Wellbeing		
Inadequate staffing levels create supervision or safeguarding issues.	<ul style="list-style-type: none"> Carry out an audit of all staff availability and review it regularly. Introduce a process for staff to inform you if their health situation changes. If there is a shortage of teachers consider use of suitably qualified TAs to lead a group and maintain ratios. Use of staff from other schools (by agreement). 	<p>All staff are required in unless they are showing symptoms of Covid 19, self-isolating or ill. We anticipate that all staff will be available for the first day back.</p> <p>Staff will use the normal process to allow the school to know if they are unwell but will also be asked to email the head Teacher if it is Covid 19 related so that he can then liaise with Public health England.</p> <p>The school accepts that should there be a spike in staff absence, then closure of the Isolation Room may be required or utilising additional staff. Longer term, we will look at the possibility of employing an additional Cover Supervisor.</p> <p>Our school does not intend to utilise staff from another school at this time.</p>
Vulnerable / Extremely vulnerable children at higher risk of infection.	<ul style="list-style-type: none"> Parents should follow current medical/government advice if their child is in this category. 	We had several students who fell into this category when we first went into lockdown. We have been liaising with these families and are expecting these students in at the start of term. However, we will be able to assess this in the first week back.
Person becomes unwell with Covid-19 symptoms in school	<ul style="list-style-type: none"> Move to a pre-designated room where person can be isolated, with adult supervision if a child. Ventilate the room if possible. PPE should be worn if contact is required. Inform parent/carer to arrange collection. Cleaning regime after each usage of the space. Follow the advice from health protection team 	<p>The male PE changing room is our designated room to isolate an unwell person. It has good ventilation, a separate toilet and a completely different entrance and exit which can be accessed from outside.</p> <p>PPE is in place in the changing room in preparation of any event.</p> <p>The parent will collect their child from the PE entrance at the front of the school by the Vale Sports Centre thus minimising the risk of contact with the rest of the school community.</p> <p>Only the Head Teacher or Deputy Head Teacher will be expected to supervise a potentially unwell member of the school in isolation</p>

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		<p>in the first instance (if available). The area will then have a deep clean and be fogged. We have had a false alarm during the lockdown period and know that this system works.</p>
<p>Outbreak of Covid-19 within the school (defined as more than two confirmed cases within a fortnight)</p>	<ul style="list-style-type: none"> • Senior leaders have awareness of the PHE “local outbreak management plan” • Local school management plan is in place and relevant staff have been made aware • Remote education plans in place 	<p>In the event of a situation where we have 2 confirmed cases within a fortnight we will follow PHE and Wiltshire’s local outbreak management plan. Initially we will contact PHE helpline to report the cases and then Helean Hughes (Head of education at Wiltshire) will be informed. By the end of September, all staff will be ready to deliver online learning to every class if we are to go in to another lockdown scenario. It is our intention to deliver lessons from the classroom where the students can either join us on Microsoft Teams or via SharePoint.</p>
<p>Staff wellbeing affected by the working experience.</p>	<ul style="list-style-type: none"> • Staff risk assessment tool being used to assess those in higher risk groups. • Staff aware of risk assessment process and able to contribute. • Staff meetings and communication. • Defined wellbeing support measures for staff. • Designated staff rest areas. 	<p>2 staff originally fell in to higher risk group. These staff are now reportedly ready to return to work. Staff will be talked through the risk assessment and protocols during Inset Day 3 and have input to changes / developments. There will be weekly updates for staff during the briefings. Staff who are vulnerable have been given access to other areas for quiet reflection time and line managers will monitor all staff’s wellbeing. Any staff struggling will be offered support and signposted to appropriate professionals where necessary. There are additional staff rest areas available around the school.</p>
<p>Volunteer wellbeing affected by the working experience</p>	<ul style="list-style-type: none"> • Volunteers will be treated in the same way as school staff and provided with the same information, instruction, training and equipment. • Volunteers will be included in regular communications and be given the opportunity to feedback any concerns. 	<p>Any volunteers (including governors and mentors) will be offered appropriate training and briefings regarding safeguarding and Covid 19 response. This will be reviewed and adapted accordingly.</p>
<p>Pupil wellbeing is impacted by the current situation causing physical and mental ill health. School Effectiveness guidance on Right Choice</p>	<ul style="list-style-type: none"> • Children to have allocated teacher and TA where possible. • Reduced time in school to ensure transition from 	<p>The SENCO has mapped all students and TAs so that students who are eligible for support can still access it even in the class bubbles. Students who are vulnerable and joining our school have already</p>

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	<p>home to school is successful.</p> <ul style="list-style-type: none"> Curriculum to support children's well-being. Provide opportunities to talk about their experiences/concerns. Pastoral activities. 	<p>been given a bespoke transition programme.</p> <p>Students who are vulnerable / parents who are struggling will be given a reduced timetable to support their return to school. NPr has discussed this with Helean Hughes and has agreement for the first half term.</p> <p>Students' well-being will be a focus for PSHRE and tutor time with the role of the tutor being more of a mentoring approach. Hence, each tutor group will have their mentor.</p> <p>We have completely changed our PSHRE curriculum to address Covid 19 issues and fill gaps from Yr 6 and secondary curriculum. Mentors will record any issues / concerns / aspirations on a SIMS document that we can track.</p>
First aid provision	<ul style="list-style-type: none"> Ensure all staff know First Aiders on site if less than normal. If provision is less than usual, minimise hazardous activities which may result in injury. Ensure a supply of PPE is available for provision of first aid and use and dispose of accordingly. 	<p>We have First Aiders on site and have sent more staff on the advanced training over lockdown.</p> <p>We want to build further capacity within our school moving forward.</p> <p>PPE and first aid packs are placed strategically around the school site.</p>
Pupils with special medical needs (administering medication)	<ul style="list-style-type: none"> Required number of competent staff on site Staff training up to date Alternative arrangements in place if staff training/competence has lapsed. 	<p>Key staff have received epi-pen training during lockdown so that we can administer medication when required.</p> <p>Student allergy information updated.</p> <p>All medication kept in reception by front of house staff.</p>
1:1 teaching, physical restraint and children with SEND or EHC plans are adversely affected by the current situation.	<ul style="list-style-type: none"> Individual risk assessments of children with behavioural difficulties. Ensure a supply of PPE is available based on need. Reduced timetable or consideration of other solutions if child's behaviour puts staff at risk. 1:1 teaching to be done with reduced contact. 	<p>There are student profiles which have been updated on all key students. All staff will be given specific training on students' needs during Inset day 2.</p> <p>PPE has been purchased and all staff will have access to it.</p> <p>If individual student's or group's behaviour compromises staff or peers' welfare, then they will be either excluded or put on a reduced provision and the governing body support this.</p>
7. Risk assessments and Policies		
Standard risk assessments do not take account of additional covid-19 risks	<ul style="list-style-type: none"> Ensure all work environments and teaching/learning activities have been subjected to 	<p>H&S RA will be undertaken for additional activities and subject specific activities as the needs arise.</p>

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	<p>risk assessments in line with conventional H&S requirements.</p> <ul style="list-style-type: none"> • Review and where necessary update all risk assessments with additional control measures to counter any significant infection transmission risk • Pay particular attention to curriculum areas and activities being resumed for the first time since school restrictions were introduced • LoTC activities are restricted to non-residential activities and are subject to the usual process of risk assessment and authorisation. • One -off activities such as PTA and other fundraising events, firework displays etc will be subject to separate risk assessment. • Lettings of facilities will be subject to separate risk assessment. • School clubs, Breakfast clubs and after-school provision are subject to a separate risk assessment. • Behaviour policy amended to reflect covid-19 protocols. 	<p>All Subject Leaders will take responsibility for assessing risks of learning activities and make suitable changes or introduce additional control measures.</p> <p>Practical subjects will pay particular attention to allowing curriculum delivery without compromising students and staff safety.</p> <p>All trips, visits and residential have been cancelled for the coming term. This will be reviewed regularly, taking in to consideration national policy and trends.</p> <p>Events such as Open evening, Parents' Evening and Presentation evening are under review. We will follow PHE advice regarding this and make reasonable adjustments. If during the due diligence process, it is deemed that we can't deliver this on site then we will offer an alternative remotely.</p> <p>Some lettings will still occur on the school site. These will be external or involve an area that can be sterilised after via deep clean and / or fogging.</p> <p>We will not be offering breakfast club or after-school club in the first instance. This will be reviewed after the first month and then regularly from then on.</p> <p>The Behaviour Policy has been re-written to take into consideration the potential issues caused by Covid19. This will be presented to staff on Inset Day 2 and students during their virtual assembly.</p>
8. Monitoring		
<p>Control measures set out in this risk assessment do not prove effective</p> <p>Levels of compliance are inadequate</p>	<ul style="list-style-type: none"> • Named school staff will monitor the application and effectiveness of the control measures set out within this risk assessment, and the level of compliance by staff, visitors and pupils • Non-compliance will be addressed immediately • Regular communication with staff on the outcomes of the monitoring • LA H&S Advisers are able to visit the school site to assess compliance 	<p>The procedures and Risk Assessment will be reviewed regularly and adapted accordingly. The Head Teacher will meet with SLT weekly to assess effectiveness using student, staff and parent feedback to advise. The Head Teacher and COG will review fortnightly and make necessary adjustments to RA and policies. Staff and students will be monitored by SLT and failure to adhere to policy will result in initially support followed by warnings leading to sanctions.</p> <p>Our school is always open to non-bias third parties assessing our</p>

RISK	CONTROL MEASURES TO CONSIDER	LOCAL APPLICATION OF MEASURES
		practice.
9. Other risks – specific to your school		
<p>Please add details of any other relevant covid-19 risks presented by circumstances that are relevant to your school site and activities but are not covered by Items 1-8.</p> <p>Also add activities such as swimming and indoor gyms as and when restrictions are lifted.</p>	<ul style="list-style-type: none"> The use of the Vale Sports Centre 	<p>We are liaising with the Sports Centre so that our students can access PE lessons within the Sports Hall. Our students will not be changing in the first instance and will be engaging in non-contact sports.</p> <p>This will be assessed regularly.</p>

I confirm that the above is a suitable and sufficient risk assessment based on current information. The risk assessment will be reviewed on a regular basis and whenever anything significant changes. All relevant parties will be informed of the outcomes of this risk assessment.

Name of Headteacher	Neil Pritchard	
Signature of Headteacher	NPR	Date: 24/08/2020
Name of Chair of Governors / Trustees	Tracy Richards	
Signature of Chair of Governors / Trustees		Date:
Date of review		