

| What are the hazards?                                                                                     | Who may be harmed? How?                                                                                      | Control measures already in place                                                                                                                                                                                                   | What is the risk? H/M/L | Any further actions if any – by whom and when?                                                                                                                                                                                                                                                                                                                                                                                                  | Action completed                                                                                                                                                                                                                                                                                                                                                                                                         | What is the risk rating? H/M/L |
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| <p>Exposure to COVID-19 Virus could spread</p> <p>Virus could be transferred to hands and to surfaces</p> | <p>All pupils and staff in school</p> <p>Through close contact e.g. touching surfaces, door handles etc.</p> | <p>Signage which will inform staff and pupils of designated outdoor areas for break/lunchtimes etc.</p> <p>Frequent handwashing – encouragement from staff to keep hands clean</p> <p>Hand sanitizer in classroom especially at</p> | M                       | <p>Staff will ensure that when all children in their class bubble who are present, are made aware of the designated areas that they are permitted to use</p> <p>AW/PJ to ensure that there is sufficient handwashing and cleaning supplies in the classroom for pupils and staff to wash their hands</p> <p>Signage to remind pupils and staff of the need to hand wash</p> <p>Staff to ensure enough sanitizer for use by pupils and staff</p> | <p>Y5 children to enter through children's entrance, stop at lockers and then straight to Y5 classroom.</p> <p>AW/PJ to explain which areas we can use at breaktimes/lunch and to remain with children when expected to.</p> <p>AW/PJ to check after each day to ensure enough supplies for following day</p> <p>AW to place around classroom and remind children verbally</p> <p>AW/PJ to check stock at end of day</p> | M                              |

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|  |  | <p>the door to the classroom<br/>Staff to clean surfaces in classroom including door handles, tables, and chairs.</p> <p>Chairs will remain facing forward throughout the day.</p> <p>Children have individual resources e.g. pens and rulers.</p> <p>Resources will be placed in each child's plastic folder or plastic basket at the beginning of each session.</p> <p>Resources that need to be shared are to be wiped before and after the session.</p> <p>Children have their individual paper</p> |  | <p>AW/PJ to ensure that areas such as door handles to entry and exit doors are cleaned down regularly.</p> <p>AW/PJ to ensure the children learning is focused towards the front of the classroom.</p> <p>AW/PJ to ensure that these resources are not shared.</p> <p>AW/PJ will ensure each folder and basket remain with the child they are given to and not shared.</p> <p>AW/PJ will ask the children to wash their hands before and after use.</p> <p>AW/PJ will ensure that all children's paper resources (e.g. a worksheet or their workbook)</p> | <p>AW/PJ will ensure hard surfaces are cleaned at end of each day.</p> <p>AW/PJ to remind children to stay in their chairs throughout the day.</p> <p>AW/PJ to ensure that these are wiped down at the end of each day.</p> <p>AW/PJ will ensure these are named correctly and wipe these down at the end of each day.</p> <p>AW/PJ will clean and organise these after each session.</p> <p>AW/PJ remove these and place back in the correct</p> |  |
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|  |  | <p>resources prior to the lesson.</p> <p>Children will have small tub on their table, so they do not leave their desk e.g. for pencil sharpening.</p> <p>Children will be sent to the lockers in groups where they are spaced out when collecting their items.</p> <p>Bins emptied by caretaker at end of each day.</p> <p>Tissues are provided to all children if they have sneezed/blow their nose.</p> |  | <p>are ready on the child's table prior to the lesson beginning.</p> <p>AW/PJ to ensure that all children do move around the room without reason.</p> <p>AW to assign the children with a locker and place their name on them.</p> <p>AW/PJ will allow children to collect their things from their locker one at a time when needed.</p> <p>AW/PJ to alert Mr Kelly or designated cleaning staff if bin becomes too full during the day.</p> <p>AW/PJ to ensure all plastic bins are clean before the children enter the classroom.</p> <p>AW/PJ to ensure that there is a box of tissues available in the classroom.</p> <p>AW/PJ to ask the children to put their hand up if they need a</p> | <p>box at the end of each day.</p> <p>AW/PJ to empty the tubs at the end of the day in preparation for the next day.</p> <p>AW/PJ to ensure that children do not linger by the lockers.</p> <p>AW/PJ to wipe down used lockers at the end of each day.</p> <p>AW/PJ to check that bins have been emptied the previous day in the morning.</p> <p>AW/PJ to ensure there are tissues ready for the next day.</p> |  |
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|  |  | <p>Children to walk sensibly to and from the playground and remain within their class bubble.</p> <p>AW/PE to plan as many lessons for outdoors learning as possible.</p> <p>Non-contact games to be played as much as</p> | <p>tissue, rather than walking around the room to the box.</p> <p>AW/PJ to ensure children place 'use tissues' in separate lined bin which can be tied at the end of each day.</p> <p>AW/PJ to remind children of social distancing with other class bubbles.</p> <p>AW/PJ to count the children in and out of the playground and ensure the door is shut behind them.</p> <p>AW/PJ to take hand-sanitizer with them in case needed.</p> <p>AW/PJ to ensure children wash their hands before and after being in this area.</p> <p>AW/PJ to decide if the weather is unsuitable for this to take place (e.g. excessive rain).</p> <p>AW/PJ will remind children to play non-contact games as</p> | <p>AW/PJ to place tied 'tissue' bin liner in the black bin (non-recycling) at the end of the day.</p> <p>AW/PJ to ensure they allow time to answer questions about social distancing.</p> <p>AW/PJ to inform parents if additional outerwear is needed.</p> <p>AW/PJ to keep an eye on games during breaktimes.</p> |  |
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|                                                                                                                                                                           |                                   | possible during breaktime/lunchtime.                                                                                                                                                                                                                                                                                                                                                           |   | much as possible during break times and lunchtimes.                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                            |   |
| <p>Child may become unwell or may suffer injury from trip/fall etc. in classroom or on in playground gated area.</p> <p>Child may show signs of symptoms of Covid-19.</p> | Teacher/Children in class bubble. | <p>AW/PJ to use the classroom first aid kit to aid the child.</p> <p>If teaching alone and the child needs further medical assistance/assessment, AW/PJ to ring or use the online communication system to contact an office member to collect the child.</p> <p>AW/PJ to immediately contact the office for the child to be collected and the whole school risk assessment to be followed.</p> | M | <p>AW/PJ to wear PPE (disposable gloves).</p> <p>Child will be collected and taken to SEND room where medical support will be given to child.</p> <p>PPE will be worn for the protection of child and staff member.</p> <p>The school notification system will be used to alert other members of staff of child feeling unwell and location of child.</p> <p>AW to ensure that PJ is aware of all of the symptoms of Covid-19.</p> <p>PE to place list of symptoms on back of cupboard door.</p> | <p>AW/PJ to ensure first aid kits is fully stocked for the next day.</p> <p>AW/PJ to alert medical staff regarding pupil using school notification system.</p> <p>Medical staff to collect child from classroom and escort to SEND room for attention.</p> <p>AW/PJ to remain updated of any new guidance regarding Covid-19 symptoms.</p> | M |
| Medical conditions – some children will need to have access to their medical items e.g. inhaler.                                                                          | Children with medical conditions. | All children's medical conditions are to be kept in locked cupboard in classroom.                                                                                                                                                                                                                                                                                                              | M | <p>AW/PJ to ensure they are aware of all children's medical need in our class bubble.</p> <p>AW to place medical needs list on back of cupboard door.</p>                                                                                                                                                                                                                                                                                                                                        | AW/PJ will ensure that all medical items are stored safely in Y5 classroom cupboard                                                                                                                                                                                                                                                        | M |

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|                                                                                   |              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |   | AW to write individualised risk assessments for children with certain medical needs, e.g. asthma.                                                                                                                                                                                                                  | RJ and PE to check these. AW to monitor if they need amending.                                                                                                                                                                                                                                             |   |
| Visiting the toilet and coming into connection with children from another bubble. | All children | <p>AW/PJ to only send one child to the toilet at a time.</p> <p>Children to use hand gel before and after leaving the toilet, in addition to washing their hands after using the facilities.</p> <p>When returning from break/lunch, children are queue in a socially distanced, sensible manner to wash their hands.</p> <p>If attending the toilet and more than two children are inside, the child remains outside the bathroom until a child exits.</p> <p>Children are made aware of the</p> | M | <p>AW to clearly explain the rules to the children and re-iterate that, as Y5 class members, they should be examples to the rest of the school.</p> <p>AW to explain and model this when returning to school.</p> <p>AW/PJ to monitor this.</p> <p>AW/PJ to reiterate this to the children throughout the day.</p> | <p>Children to alert AW/PJ if these rules are not followed.</p> <p>Children to alert AW if handgel is running low.<br/>AW to alert KH.</p> <p>AW/PJ and AH to report to SJ and RJ if this system is not working.</p> <p>Children to alert AW/PJ if these rules are not followed.</p> <p>AW to monitor.</p> | M |

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|                                                                                                                                                     |                  | behaviour policy which insists that they follow toileting protocol for the safety of themselves and others.                                                                                                                                    |   | AW to explain this to the children on the first day and to reiterate this to the children. Signs to be placed outside the toilet by OK.                        |                                                                                                        |   |
| Communication – staff member may need to contact or inform other staff member of an issue of keeping in contact with other members of staff on site | Our class bubble | Staff members will keep mobile phones in the classroom and understand how to use the online communication system.                                                                                                                              | M | The school notification system will be used to communicate.<br><br>AW/PJ to ask Mr Kelly if they are unsure about how to use the online communications system. | Computer will always be left on to ensure that any notifications can be viewed immediately             | M |
| Children may be nervous or anxious during this process. They may be unsure of coming to school.                                                     | Our class bubble | AW/PJ to plan short PSHE lessons and sessions that allow the children to talk about their feelings and deal with emotions they may be having.                                                                                                  | M | AW/PJ will allow the children time to explain their feelings and discuss anything they may be worried about.                                                   | AW/PJ to inform parents via phone after school if their child has shown significant emotional worries. | M |
| Class bubble may need to remain home due to suspected Covid-19 case.                                                                                | Our class bubble | AW/PJ to follow whole school guidance and continue learning via virtual methods.<br><br>AW/PJ to ensure that all children have a coronavirus test and do not return until the test results are negative or they have waited the allotted time. | M | AW/PJ to ensure they have suitable information and planning ready in this case.<br><br>AW to keep a record of the children's results.                          | AW/PJ to ensure SJ/RJ are kept up to date with results from testing and daily home learning.           | M |

