

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
Exposure to COVID-19 Virus could spread Virus could be transferred to hands and to surfaces	All pupils and staff in school Through close contact e.g. touching surfaces, door handles etc.	Signage which will inform staff and pupils of designated outdoor areas for break/lunchtimes etc. Frequent handwashing – encouragement from staff to keep hands clean Hand sanitizer in classroom especially at the door to the classroom	M	Staff will ensure that when all children in their social bubble who are present, are made aware of the designated areas that they are permitted to use KB/LR to ensure that there is sufficient handwashing and cleaning supplies in the classroom for pupils and staff to wash their hands Signage to remind pupils and staff of the need to hand wash Staff to ensure enough sanitizer for use by pupils and staff	Group A Reception children to enter through EYFS gate and walk straight to classroom. KB/LR to explain which areas we can use at breaktimes/lunch and to remain with children when expected to. KB/LR to check after each day to ensure enough supplies for following day KB/LR to place around classroom and remind children verbally KB/LRto check stock at end of day	M

		Staff to clean surfaces in classroom including door handles, tables, chairs and any plastic resources being used by pupils Children will be given named spots to sit on whilst on the carpet. These will be kept 2.3 meters apart. Resources that children are going to be using regularly will be laminated and wiped down. Resources will be placed in each child's tray at the beginning of each day.		KB/LR to ensure that areas such as door handles to entry and exit doors are cleaned regularly KB/LR to put spots on the carpet 2.3m distance from one another at the beginning of the lesson. KB/LR to ensure that these resources are not shared. KB/LR will ensure children only touch and use their tray and nobody else's. KB/LR will ensure that all children's paper resources (e.g. a worksheet or their workbook)	KB/LR will ensure hard surfaces are cleaned at end of each day KB/LR to ensure that these are wiped down at the end of each day. KB/LR will wipe these down at the end of each day. KB/LR remove these and place back in the correct box at the end of each day. KB/LR to check the classroom at the	
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		Paper resources will not be shared and will be placed in the child's plastic tray at the beginning of the lesson. Soft furnishings, soft toys and other toys that are hard to clean, such as those with intricate parts will be removed from the classroom. Bins emptied by caretaker at end of each day. Tissues are provided to all children if they have sneezed/blow their nose.		are in the child's tray at the beginning of the lesson. KB/LR to ensure all soft furnishings and toys are removed from the classroom and not brought into the class by the children. KB/LR to alert Mr Kelly or designated cleaning staff if bin becomes too full during the day. KB/LR to ensure all plastic bins are wiped down in the morning, lunch and at the end of the day. KB/LR to ensure that there is a box of tissues available in the classroom. KB/LR to ensure children place 'used tissues' in separate lined bin which can be tied at the end of each day.	end of the day for these. KB/LR to check that bins have been emptied the previous day in the morning. KB/LR to ensure there are tissues ready for the next day. KB/LR to place the tied 'tissue' bin liner in the black bin (non-recycling) at the end of the day.	
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		Children walk separately to/from their outdoor zone Children to be able to play and learn in the outdoor area as safely as possible. (see outdoor area risk assessment for more details)	KB/LR to send any children who they see sneeze into their hands to go and wash them straight away. KB/LR to count the children in and out of their zone. KB/LR to take hand-sanitizer with them in case needed. KB/LR to ensure children wash their hands before and after being in this area. KB will ask parents to plan appropriately for the day when packing their child's bag e.g. bringing sun-cream. KB/LR will explain to children that it is best to play non-contact games during these periods.	KB/LR and lunchtime staff will watch the games during lunch/break to ensure they are non-contact.	
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		No-contact games to be played as much as possible during breaktime/lunchtime. Children to only touch and eat their own food. Children to only touch the piece of fruit that they are going to eat during snack time. Classroom to be kept as well ventilated as possible. Contact between children reduced as much as possible.		KB/LR to explain to the children and monitor to ensure they do not touch anybody else's lunch boxes or snack which they have brought in from home. KB/LR will explain that when choosing a piece of fruit for snack in the afternoon they are to one touch one and eat the one they have touched. KB/LR to ensure that if they touch another piece of fruit it goes straight into the bin. KB/LR to ensure as many windows are kept open as possible e.g weather permitting. KB/LR to explain to the children that there are only allowed to be a maximum of two children at each continuous provision.	KB/LR to open windows at the beginning of the day. KB/LR to ensure enough activities are out for the children to spread out.	
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		A very limited amount of personal belongings will be brought in from home.		KB to notify parents of what their child can bring to school with them and what is not permitted. KB/LR to ensure children do not bring other items into school. If items are in a child's bag they should not be taken out. KB/LR to send an email to the parents after school to remind them not to bring these items into school with them.		
Child may become unwell or may suffer injury from trip/fall etc. in classroom or on in playground gated area.	Teacher/Children in social bubble.	KB/LR to use the classroom first aid kit to aid the child. If teaching alone and the child needs further medical assistance/assessment, KB/LR to ring or use the online communication system to contact an office member to collect the child.	M	KB/LR to wear PPE (disposable gloves). Child will be collected and taken to SEND room where medical support will be given to child. PPE will be worn for the protection of child and staff member. The school notification system will be used to alert other	KB/LR to ensure first aid kits is fully stocked for the next day. KB/LR to alert medical staff regarding pupil using school notification system. Medical staff to collect child from classroom and	M

Child may show signs of symptoms of Covid-19.		KB/LR to immediately contact the office for the child to be collected and the whole school risk assessment to be followed.		members of staff of child feeling unwell and location of child. KB to place list of symptoms on back of cupboard door.	escort to SEND room for attention. KB/LR to remain updated of any new guidance regarding Covid-19 symptoms.	
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	KB/LR to ensure they are aware of all children's medical need in our social bubble. KB to place medical needs list in the cupboard on the board.	KB/LR will ensure that all medical items are stored safely in Reception cupboard.	M
Medical conditions may change an individual's risk of Covid-19.	Children with medical conditions and staff.	Individual risk assessments written for all attending school children with asthma or respiratory medical conditions.	M	KB/LR to ensure they have thoroughly read the individual's risk assessment.	KB/LR to keep individual risk assessments in social bubble area.	M
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 social 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. Mr Kelly will inform us how to use this on inset Day (1 st June).	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 social bubble	KB/LR to plan lessons and sessions which allow the children to talk about their feelings and deal with emotions they may be having.	M	KB/LR will allow the children time to explain their feelings and discuss anything they may be worried about.	KB/LR to inform parents via phone or email after school if their child has shown significant emotional worries.	M
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