

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 including at the door to the classroom.	M	Staff will ensure that all children in their social bubble are made aware of the designated areas that they are permitted to use. AH 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 frequently and thoroughly. Staff to ensure enough sanitizer for use by pupils and staff.	Y6 to enter through children's entrance straight to Y6 classroom. AH to explain which areas we can use at breaktimes/lunch and to remain with children when expected to. AH to check at the end of each day to ensure enough supplies for following day. AH to place around classroom and remind children verbally. AH to check stock at end of day.	M

		Staff to clean surfaces in classroom including door handles, tables, chairs and any resources being used by pupils regularly throughout the day. Chairs are and will remain at 2m distance from one another during the day.		AH to ensure that areas such as door handles to entry and exit doors are cleaned regularly. Tables wiped down by AH before and after eating lunch. AH to ensure chairs are a 2m distance from one another at the beginning of the day. AH to mark on the table with the tape where the centre of sides of the chair should be. AH to explain to the children that they should try and keep their chair as close to the tape as possible.	AH will ensure that hard surfaces are cleaned at end of each day. AH will ensure tablets are wiped clean at the end of each day before putting on charge. Tablets will be numbered so that the children will handle the same tablet each day. AH to move chairs back to 2m at the end of the day. AH to ensure the tape hasn't come off and replace if required. AH to regularly remind the children to stay on their chair during a lesson. AH to ensure that these resources	
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		Any resources that children are to repeatedly use are to be laminated and wiped down. Resources required for the day will be placed in each child's plastic tray at the beginning of each day. Paper resources will not be shared and will be placed in the child's tray prior to the lesson. Children will have all required stationery in their plastic tray so they do not leave their desk e.g. for pencil sharpening. Soft furnishings will be removed from the classroom.		AH to ensure that these resources are not shared. AH will ensure that each tray remains with the child they are given to and not shared. AH will ensure that all children's paper resources (e.g. a worksheet or their workbook) are ready on the child's table prior to the lesson beginning. AH to ensure that all children do not move around the room without reason. AH to ensure all soft furnishings are removed from the	are wiped down at the end of each day. AH will wipe these down at the end of each day. AH to remove these from individual trays and place back in the correct box at the end of each day. AH to empty sharpening tubs at the end of the day in preparation for the next day and wipe down all stationery. AH to check the classroom at the end of the day for these.	
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		Children will use every second locker to keep their belongings in. Bins emptied by caretaker at end of each day. Tissues are provided to all children if they have sneezed/need to blow their nose.		classroom and not brought into the class by the children. AH to assign the children with a locker and place their name on them. AH will allow children to collect their belongings from their locker one at a time when needed. AH to alert Mr Kelly or designated cleaning staff if the bin becomes too full during the day. AH to ensure all plastic bins are wiped down in the morning, lunch and at the end of the day. AH to ensure that there is a box of tissues available in the classroom. AH to ask the children to put their hand up if they need a tissue, rather than walking around the room to the box. AH to ensure children place 'used tissues' in separate lined	AH to ensure that names have not fallen off lockers. AH to wipe down used lockers at the end of each day. AH to check that bins have been emptied from the previous day. AH to ensure there are tissues ready for the next day. AH to place 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 (Playground Zone 1). Children to be taught for at least one lesson a day in their outdoor zone (Playground Zone 1). Non-contact games to be played as much as		bin which can be tied at the end of each day. AH to walk at the front of the line of children in order to open the playground entrance. AH to count the children in and out of their zone. AH to take hand-sanitizer with them in case needed. AH to ensure that children wash their hands before and after being in this area. AH to ensure that at least one lesson a day is planned to be taught outside. AH to decide if the weather is unsuitable for this to take place (e.g. excessive rain). AH will ask parents to plan appropriately for the day when packing their child's bag and to ensure that they can apply this themselves e.g. bringing sun cream. AH will explain to children that it is best to play non-contact games during these periods.	OK and lunchtime staff will watch the games during lunch/break to	
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		possible during breaktime/lunchtime.		AH will print a list of games that can be played instead and shown to the children.	ensure they are non-contact.	
Child may become unwell or may suffer injury from trip/fall etc in the classroom or in the Playground Zone 1.	Teacher/Children in social bubble.	AH/OK to use the classroom first aid kit to aid the child. If AH is alone and the child needs further medical assistance/assessment, AH to ring or use the online communication system to contact an office member to collect the child.	M	AH/OK 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 members of staff of child feeling unwell and location of child.	AH to ensure first aid kit is fully stocked for the next day. AH to alert medical staff regarding pupil using school notification system. Medical staff to collect child from classroom and escort to SEND room for attention.	M
Child may show signs of symptoms of Covid-19.		AH to immediately contact the office for the child to be collected and the whole school risk assessment to be followed.		AH to place list of possible symptoms on the back of cupboard door for reference.	AH to remain updated of any new guidance regarding Covid-19 symptoms.	
Medical conditions – some children will	Children with medical conditions.	All children's medical items are to be kept in	M	AH to ensure that they are aware/trained of all children's	AH will ensure that all medical items are stored safely in	M

need to have access to their medical items e.g. inhaler.		locked cupboard in classroom.		medical need in the social bubble. AH to place medical needs list on back of cupboard door.	Y6 classroom cupboard.	
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	AH to ensure they have thoroughly read the individual's risk assessment.	AH 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 about coming to school.	Our social bubble	AH to plan lessons and sessions which allow the children to talk about their feelings and deal with emotions they may be experiencing.	M	AH will allow the children time to explain their feelings and discuss anything they may be worried about.	AH to inform parents via phone/email after school if their child has shown significant emotional worries.	M