

**Risk Assessment (COVID – Primary and Secondary Schools)**

<b>Line Manager name: LISA WALKER</b>		<b>Line Manager</b>  signature: <i>Lisa Walker</i>	<b>Assessment No: April 18 2022</b>
<b>Date: 18.4.2022</b>	<b>Assessed by: Lisa Walker</b>  Signature: <i>Lisa Walker</i>	<b>Location: Fernielea School</b>  <b>Activity:</b>	<b>Review date: May 2022</b>

<b>What has the potential To cause harm (hazards) and what harm might result?</b>	<b>Who and how many people might be at risk?</b>	<b>What measures are already in place?</b>	<b>Severity</b>	<b>Likelihood</b>	<b>Risk rating</b>	<b>What further action (s) needs to be taken to reduce risk</b>	<b>By whom and by what date</b>
COVID-19 infection	Pupils, staff and visitors	<p><b>Hand and cough hygiene</b> Hand washing poster on displays at sinks.</p> <p>Hand hygiene practices in place: 1. soap and hot water 2. soap and cold water 3. 60% alcohol hand sanitiser</p> <p>Wash hands for at least 20 seconds:  <ul style="list-style-type: none"> <li>• Before leaving home</li> <li>• On arriving at work or other premises</li> <li>• After using the toilet</li> <li>• After breaks</li> <li>• Before food preparation</li> </ul> </p>	3	3	9	<p>Refresh the posters for all areas  Reissue PPE and handwashig guidance to staff  Remind pupils via assembly.</p>	<p>All PSAs</p> <p>HT</p> <p>HT &amp; Class teachers</p> <p>18 April 22</p>



What has the potential To cause harm (hazards) and what harm might result?	Who and how many people might be at risk?	What measures are already in place?	Severity	Likelihood	Risk rating	What further action (s) needs to be taken to reduce risk	By whom and by what date
		<ul style="list-style-type: none"><li>• Before eating any food, including snacks</li><li>• Before leaving work</li><li>• On arrival at home</li></ul> <p>Respiratory and cough hygiene measures in place (cough into crook of elbow, dispose of used tissues)</p> <p><b>Physical distancing</b> No requirement for physical distancing, however, physical distancing in classrooms for pupils and staff areas will be supported.</p> <p><b>Drama, music, dance and PE</b> Enhanced hygiene and ventilation in place</p> <p><b>Soft furnishing</b> Should be cleaned if visibly contaminated or if groups of children change during the day, on a sessional basis</p> <p>Soft furnishings used by a child who shows COVID-19 symptoms</p>				<p><b>All staff informed of procedures in email and staff meeting.</b></p>	<p><b>HT 18 April 22</b></p>



What has the potential To cause harm (hazards) and what harm might result?	Who and how many people might be at risk?	What measures are already in place?	Severity	Likelihood	Risk rating	What further action (s) needs to be taken to reduce risk	By whom and by what date
		<p>should be removed and laundered at the highest recommended temperature</p> <p>Children can bring in toys from home, but these should be cleaned if visibly contaminated or shared with other children</p> <p><b>Face coverings</b> Must be worn in communal areas i.e. corridors, staff rooms, dining rooms, offices when not seated. Those who want to, they will be supported to wear face coverings in classrooms and on school transport.</p> <p><b>Ventilation</b> CO2 monitors in place. School process for opening windows and doors to be followed</p>				<p><b>Access to ELC washing machine on site by prior arrangement</b></p> <p><b>Continue to monitor classes using rota and available monitors. Ensure monitoring is taking place</b></p>	<p><b>Support staff</b></p> <p><b>HT and all staff</b></p>
Contaminated surfaces	Pupils, staff and visitors	<p><b>Environmental cleaning</b> Regular surface cleaning of schools and school transport</p>	3	3	9		



What has the potential To cause harm (hazards) and what harm might result?	Who and how many people might be at risk?	What measures are already in place?	Severity	Likelihood	Risk rating	What further action (s) needs to be taken to reduce risk	By whom and by what date
Aerosol generating procedures and close personal care	Pupils, staff and visitors	PPE to be worn (FRFM, gloves, apron, eye protection) as required	3	3	9	PPE guidance reissued via email	HT 18 April 22
Staff and pupils on the Highest Risk List	Pupils, staff and visitors	Individual risk assessment to be carried out  Distance Aware Scheme supported in schools	3	3	9	Inform staff of distance aware scheme	HT 18 April 22
Transmission of virus from infected persons	Pupils, staff and visitors	<b>Self-isolation</b> Arrangements should be in place to support staff or pupils who need to self-isolate  Staff and pupils are required to self-isolate if they: <ul style="list-style-type: none"><li>• have symptoms of COVID-19, whether they feel unwell or not</li><li>• have tested positive, even if asymptomatic</li><li>• are required to self-isolate for any other reason in line with the requirements set out on NHS Inform</li><li>• are identified as a close contact and are over 18 years and 4 months and not fully</li></ul>	3	3	9	Reissue flow chart to all families and staff	Admin 18 April 22



<b>What has the potential To cause harm (hazards) and what harm might result?</b>	<b>Who and how many people might be at risk?</b>	<b>What measures are already in place?</b>	<b>Severity</b>	<b>Likelihood</b>	<b>Risk rating</b>	<b>What further action (s) needs to be taken to reduce risk</b>	<b>By whom and by what date</b>
		vaccinated					
Symptomatic children and adults in the setting	Pupils, staff and visitors	Staff should isolate and travel directly home.  Children should be collected by parent or guardian	3	3	9		
Outbreak	Pupils, staff and visitors	No requirement to report cases. If outbreak discovered, advice and guidance will be provided by Public Health Scotland	3	3	9	<b>Cases recoded in school and HT alerted if outbreak occurs</b>	<b>Covid Admin &amp; CO-ordinator</b>
Assemblies	Pupils, Staff and Visitors	Assemblies to be held in hall with good ventilation – windows and doors open. Co2 monitor used	3	3	9	<b>Have small numbers attending for times when infection rates are higher. Classes with higher rates not to attend assembly in person – remotely.</b>	<b>All staff</b>
Parents in Playground	Parents, pupils and staff	Parents can enter the school playground at the start and end of the day. Encouraged to follow procedures in line with government guidance. - Do not approach teachers and staff at the school doors	3	3	9	<b>Signage for parents to remind them of procedures</b>  <b>Communicate guidance to parents on return to school</b>	<b>HT</b>  <b>HT/Admin</b>



<b>What has the potential To cause harm (hazards) and what harm might result?</b>	<b>Who and how many people might be at risk?</b>	<b>What measures are already in place?</b>	<b>Severity</b>	<b>Likelihood</b>	<b>Risk rating</b>	<b>What further action (s) needs to be taken to reduce risk</b>	<b>By whom and by what date</b>
		<ul style="list-style-type: none"><li>- Contact the office if they need to communicate information</li><li>- Do not stand beside the lines</li><li>- Drop and go if possible to reduce the number of adults in the playground</li><li>- Parents must leave the grounds when the children are inside the school building in the morning</li></ul>					