

Parkside Middle School Risk Assessment

Location / Site	Insert location and site where activity taking place
Parkside Middle School	
Activity / Procedure	Insert name/type of activity or procedure being assessed
Whole School Covid Measure to keep school community safe	
Assessment date	Insert date when assessment is being carried out
1.10.21	
Assessment serial number	Insert local serial/identification number for future reference

Identify people at risk	YES or NO
Employees	YES
Children	YES
Visitors	YES
Contractors	YES

Government guidance for parent's states:

As COVID-19 becomes a virus that we learn to live with, there is now an imperative to reduce the disruption to children and young people's education - particularly given that the direct clinical risks to children are extremely low, and every adult has been offered a first vaccine and the opportunity for 2 doses by mid-September.

- nationally, education and childcare settings are open, and attendance is mandatory (for schools) and strongly encouraged (at childminders, nurseries and colleges)
- the [Royal College of Paediatrics and Child Health](#) has made it clear that the overwhelming majority of children and young people still have no symptoms or very mild illness only
- over the summer, staff, secondary pupils and college students should continue to test regularly if they are attending settings that remain open
- continuing to take regular rapid tests will help you to identify infections early and reduce transmission
- there is no need for primary age pupils (those in year 6 and below) to test over the summer period
- secondary schools and colleges have been asked to prepare for on-site testing at the beginning of the autumn term
- your nursery, school or college will no longer trace close contacts - close contacts will still be identified via NHS Test and Trace
- children and young people aged under 18 years 6 months who usually attend school, and have been identified as a close contact should continue to attend school as normal

- your child does not need to remain in a consistent group ('bubble')
- the government is removing the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet

The government guidance for school's states:

Our priority is for you to deliver face-to-face, high-quality education to all pupils. The evidence is clear that being out of education causes significant harm to educational attainment, life chances, mental and physical health.

The following risk assessment will be regularly reviewed and updated and treated as a 'living documents', as the circumstances in our school and the public health advice changes. This includes having active arrangements in place to monitor whether the controls are effective and working as planned.

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing in the classroom resulting in direct transmission of the virus			
<u>Existing level of risk</u>		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Apply behaviour policy and Covid-19 Code of Conduct 2. Bags, coats and lunchboxes kept under pupils' chairs/tables 3. Ensure classrooms are well ventilated 			
<u>Remaining level of risk</u>		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing using toilets and poor hygiene resulting in direct and indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Restricted numbers allowed to go to toilet at a time and water fountain closed 2. Hand gel used after toilet use as well as washing hands 3. Extra Signs in toilet re washing hands 4. Extra soap and hand sanitiser ordered to ensure we do not run out 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing when on the school site resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Staff and students in Years 7 and 8 schools and colleges, and staff will test themselves using LFD 2. Those who test positive should isolate, take a confirmatory polymerase chain reaction (PCR) test, and continue to isolate if the result is positive. 3. Parents/carers are not allowed on site unless an appointment has been made via the school office 4. Drop-off points for pupils is planned for outside of the school site 5. Instructions shared re health and safety procedures with pupils, families and staff in guidance information 6. Signage displayed around the school site 7. Guidelines for all visitors such as contractors 8. Sign-in procedures and record kept via electronic inventory 9. Fire evacuation procedures reviewed and amended 10. Legionella Testing - to maintain the statutory compliance testing, flushing and monitoring during the holiday period 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing during break times and lunchtimes resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Allocated social areas for each year group 2. Staff supervision throughout 3. Behaviour policy/Code of Conduct to offer guidance and help staff manage social time safely 4. Allocated toilets 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing when eating lunch resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Both halls to be used pupils are seated in year groups 2. Classrooms used for eating lunch for identified year groups 3. Stringent cleaning and use of hand sanitiser 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing in the corridors resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Staff use empty classrooms and alcoves to maximise the distance between each other 2. Agree instructions with children concerning going and returning to toilet including hand washing and hand sanitising on return to the classroom 3. Face coverings strongly advised for KS3 pupils, staff and visitors. KS2 optional 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Contact of shared resources resulting in indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Pupils will bring their own individual stationery to be carried in their own bag 2. Lockers will only be used as cloakrooms 3. Classrooms provided with antibacterial wipes for cleaning resources 4. All touch points cleaned throughout the day 5. Tables, door handles and other surfaces cleaned thoroughly every evening 6. Pupils to wash hands / use hand gel before and after each lesson 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Emotional distress of the pupils			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Pupils to have consistent timetable to establish strong relationships with teachers and establish a daily routine 2. Staff available to support the pupil's emotional needs 3. Thrive curriculum and Thrive provisional in place to support pupils' well-being 4. Welfare Manager/Thrive Practitioners on-site to support emotional well-being of pupils 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Emotional distress of the staff – including anxiety			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Inclusion in risk assessment process 2. Online support available for staff if needed 3. Sharing of support helplines – WCF and others 4. SLT on site every day for staff to share concerns with and offer supervision 5. Risk assessments continually reviewed 6. Planned time for planning and preparation 7. Provision of staff trolleys, individual resources and cleaning equipment 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of spreading virus due to close contact with pupils – 1:1 and restraint resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	

HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Risk Management Plans in place for identified pupils 2. PPE optional 3. Pupils showing symptoms to be isolated in school, cared for by one adult with PPE and maintaining social distance 4. Isolation Rooms made available for pupils/staff showing symptoms 5. Pupils finding difficulty in following the Code of Conduct will be sanctioned in-line with the Behaviour Policy to ensure risk is minimised 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of spreading virus due to poor hygiene resulting in indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Hand gel available in all classrooms 2. Hand gel ordered in large quantities 3. Extra soap dispensers and re-fills in each wash facility 4. Pupils hand wash or hand gel on entry to school, on change of classroom, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze 5. Tissues available to promote the 'catch-it, wrap it and bin-it' advice 6. Bins with lids provided for each classroom. 7. Washing hands/good hygiene posters displayed in all washing areas 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of infection due to lack of cleaning resulting in indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. All surfaces, handles, toilets and shared equipment will be cleaned each day – where 			

<p>necessary, resources will be rotated and left to de-contaminate after cleaning to reduce the risk of indirect transmission</p> <p>2. Regular cleaning of all rooms used</p>			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of illness of vulnerable staff and family members through direct and indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Individually risk assessed staff as per HR guidance 2. All clinically extremely vulnerable (CEV) children and young people should attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend. 3. Clinically extremely vulnerable (CEV) people are advised, as a minimum, to follow the same guidance as everyone else. It is important that everyone adheres to this guidance, but CEV people may wish to think particularly carefully about the additional precautions they can continue to take. 4. Those living with those that are clinically vulnerable can attend school and work with children or adults adhering to this and other risk assessments. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

OVERALL level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE
Assessor's comments	Insert comments relevant to findings as appropriate		
The risk assessment will be reviewed regularly, and consideration given to any publications or guidance. The school has a covid contingency plan and this will be implemented should the need arise.			

Name of assessor	Signature of assessor	Date
Natalie Mancini Headteacher		9.12.21

Manager's comments	Insert comments relevant to assessment as appropriate

Name of manager	Signature of manager	Date

Risk assessment reviews	Next review January 2022
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