



Schools Covid 19 Risk Assessment V16

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Name of Headteacher	Anita Ellis
Assessment completed by	Anita Ellis
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This risk assessment template sets out the measures that may be used to maintain a safe environment for all occupants and visitors to the school/setting and to reduce the transmission risk of covid-19 coronavirus as far as is reasonably practicable. Particular attention must be given to those at greatest risk including vulnerable groups, pregnant women, and those with underlying health conditions; and to new staff, visitors and pupils who may be unfamiliar with the site.

Use the template to prepare a bespoke risk assessment for your school/setting. It must be kept under review and updated accordingly.

Useful links:

Government guidance for full opening of schools can be found [here](#)

Government guidance for after school clubs and other out of school settings can be found [here](#)

Government guidance - Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection can be found here <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Right Choice Coronavirus Resources are available [here](#).

Science teaching Coronavirus advice is available from CLEAPSS [here](#)

Design Technology Coronavirus advice is available from CLEAPSS [here](#)

Physical Education Coronavirus advice is available from AfPE [here](#)

This, and other separate risk assessments required for specialist situations as set out in the template below, do not need to be submitted to the local authority but should be available for scrutiny from the local authority or HSE enforcement officers.

RISK FACTORS	CONTROL MEASURES TO CONSIDER	LOCAL APPLICATION OF MEASURES
Symptomatic or other high-risk personnel attending school site	<p>Staff, pupils, contractors and visitors must not attend the school site if they have any of the Covid-19 symptoms as below or are required to be in self-isolation or travel quarantine.</p> <ul style="list-style-type: none"> • a high temperature • a new, continuous cough • a loss of, or change to, your sense of smell or taste <p>All eligible adults and pupils are strongly encouraged to take up the double vaccine available unless advised otherwise by their medical practitioners.</p> <p>Any person who develops COVID-19 symptoms during the school day should be sent home as soon as possible and should arrange to have a PCR test. See link above on guidance for households with possible or confirmed COVID cases.</p> <p>An individual risk assessment will be completed for all staff that have characteristics that increase their potential risk from coronavirus (COVID-19).</p> <p>Remote/distance learning contingency arrangements for all pupils should be maintained in line with any local Covid-19 outbreak.</p> <p>Testing regimes are operating for staff and students in line with national guidance.</p>	<p>Reminder Posters, communication and iLearn sessions reminding students of the new expectations.</p> <p>Letters to be sent out to all Parents before the start of term to inform them of the new arrangements.</p> <p>All communication to be found on the school website.</p> <p>LFD arrangements sent to Parents before the start of the new term. All staff and students are requested to test twice a week.</p> <p>Individual Risk Assessment sheets sent out to all staff.</p>

RISK	CONTROL MEASURES TO CONSIDER	LOCAL APPLICATION OF MEASURES
1. Maintaining distancing and reducing contact – entrance and exit routes and other external areas		
Meet Zones	<ul style="list-style-type: none"> All students arrive to school and congregate in their Year Group Meet Zone thus separating Year Groups. 	<ul style="list-style-type: none"> School Map shows each Meet Zone and separate entries into school.
Numbers of parents and children at entrances and exits impede social distancing.	<ul style="list-style-type: none"> Arrange separate ‘holding’ areas for each group to minimise contact (ideally these should be outside if weather permits) Encourage parents to make other arrangements for travel to/from school other than school transport. Signage at school transport pick up/drop off point Staff on duty to supervise movement at the start and end of the day. Use of different entrances/exits for different groups. Only one parent/carer to accompany child. 	<ul style="list-style-type: none"> Parents will be directed by a member of staff to the drop off zone and pick up with no waiting – LT and other colleagues.
Changes to school routine cause vehicular and pedestrian traffic management issues.	<ul style="list-style-type: none"> Encourage Parents to walk/cycle to school with children. Review traffic management risk assessment where all students will leave at the same time. Encourage staff to <u>walk/cycle</u> to school where possible. Staff on duty to supervise movement at the start and end of the day. 	<ul style="list-style-type: none"> LT and other colleagues (HOYS and SMs) will supervise outside.
2. Maintaining distancing and reducing contact – internal areas and play areas		
Face Coverings.	<ul style="list-style-type: none"> Face Coverings recommended to be worn by all students and staff unless exempt. Face Coverings worn in classrooms as all students face to the front. Face Coverings must be worn on transport. Students still encouraged to take breaks outside where possible. 	<ul style="list-style-type: none"> From 4th January 2022, all students are recommended to wear a face covering in all classrooms. This does not apply in PE where exercise is taking place. This will be reviewed by the Government before the end of Term 3.

	<ul style="list-style-type: none"> • Face coverings do not have to be worn outside. • Floor markings to show direction of internal traffic. • Signage/Posters in each classroom. • Consider the use of school grounds / local environment to extend the range of teaching spaces available. 	<ul style="list-style-type: none"> • Where teachers are teaching from the front of the class, they are not expected to wear a face covering. • Worn by all in The Street, Corridors. • Worn in small spaces. • HOYs and SMs to have spare Face Coverings available but all students are encouraged to bring a face covering (and spare) into school. • TAs and SMs to wear face coverings when support needs to be given to a student who is in closer proximity than 1 metre. • Assemblies take place virtually and will be reviewed at the end of Term 3.
Exemptions from wearing face coverings.	<ul style="list-style-type: none"> • There are some circumstances where people may not be able to wear a face covering. • Exemptions listed below – • Those who cannot put on, wear or remove a face covering because of a physical or mental illness or impairment or disability. • Those for whom putting on, wearing or removing a face covering would cause severe distress. • Those who need to communicate to someone who relies on lip reading, clear sound or facial expressions. • To avoid the risk of harm. • To take medication. • To eat and drink. 	<ul style="list-style-type: none"> • HOYs and SMs to ensure that the exemption list for their Year Groups is up to date and that students have in their possession a medical card to show the exemption.
Student numbers and room sizes impede the means to reduce contact	<ul style="list-style-type: none"> • Where practical, arrangements will aim to reduce contact and maximise distancing between students and staff; and between staff themselves. • Students can reduce contact by being grouped together in Year sized groups, especially at the start of the day, break and lunch times. 	<ul style="list-style-type: none"> • From 4th January 2022, all students are recommended to wear a face covering in all classrooms. This does not apply in PE where exercise is taking place. • This will be reviewed by the Government before the end of Term 3.

	<ul style="list-style-type: none"> Record the names of students in each group, and any close contact that takes places between children and staff in different groups. Desks to be spaced out as far as possible but do not impede fire escape routes and exits. All desks to face forward with students sat side by side. Floor markings to illustrate 2m areas around teaching positions. Limited movement around the classroom. All staff to wear a mask if supporting or moving around students in the classroom. Children to use the same desk each day. Lessons planned for individual work as opposed to close group work. Distancing and reducing contact to be explained to students with regular reminders. Signage/Posters in each classroom. Consider the use of school grounds / local environment to extend the range of teaching spaces available The wearing of any PPE is not considered a necessary control measure except where set out specifically in this risk assessment for first aid or medical attention needs. Students will still be encouraged to take breaks outside where possible. Floor markings to show direction of internal traffic. 	<ul style="list-style-type: none"> Where teachers are teaching from the front of the class, they are not expected to wear a face covering. Seating Plans via ECHO. All Teachers to ensure that ECHO is up to date, especially significant for lessons that are covered. TAs and SMs to wear face coverings when support needs to be given to a student who is in close proximity. Assemblies take place virtually and will be reviewed in Term 3. If classes need to be condensed together through extreme staff absence, normal classroom environments will only be chosen if the numbers suggest that safe distancing can take place. Otherwise, large spaces such as the Assembly Hall, Gym, Sixth Form Lecture Theatre, Library or Terry's will be used. CO2 Monitors are available for classrooms where ventilation is considered to be of concern. CO2 Monitors are to be used in areas where there is no ventilation (eg some small office spaces).
<p>Number of students and staff moving around the school impede social distancing in corridors and other communal spaces</p>	<ul style="list-style-type: none"> Use of a one-way system in each corridor and stairwell to avoid over-crowding. A 'walk on the left' policy. Students to keep belongings with them at all times. Signage. 	<ul style="list-style-type: none"> Students to start the day in their Meet Zones. All students will be allowed to walk to their lessons independently throughout the day. Students will only be given access to the school at 8.40am. All toilets will be monitored by LT and MDSAs. Toilets will be Year Group specific.

		<ul style="list-style-type: none"> • Students keep all belongings with them at their workstation. A list of equipment requirements sent by MRo. • Students to have a face covering (in their bag) with them at all times. If not, one can be retrieved from their HOY or SM. • There are student exemptions and they will be given a medical pass by their SM. • Students to have coats, bags, lunches if required and equipment. • No locker use with exception of Sixth Form. • Monitor the behaviour of students daily. RWBA Behaviour Policy explained to all staff by MRo. • ASD, RR and IER exist but to be used sparingly. • Catch it, bin it, kill it – use of lidded bins in each corridor.
Number of students and size of space impede social distancing when using toilets.	<ul style="list-style-type: none"> • Allocate toilets around the school for different Year Groups of students. 	<ul style="list-style-type: none"> • One student per class allowed to leave to go to the toilet at any one time. LT and Support will monitor the corridors and Street. • LT and MDSAs or other colleague based in Street to monitor movement into toilets.
Number of students and available space impede social distancing at breaktime and lunchtime.	<ul style="list-style-type: none"> • Staggered break and lunch times for all Year Groups. • Allocated Meet Zones for each Year Group. • Staff supervision to maintain standards. • Any crockery/cutlery used must be cleaned thoroughly. • Limit use of outdoor play equipment to designated groups at fixed periods 	<ul style="list-style-type: none"> • Staggered and monitored break for 20 minutes. • A class will be allocated a Meet Zone and will be monitored by MDSAs, Teachers or LT – MRo. • Breaks and lunch times will be located outside as much as possible. • Wet breaks – students using the Canopy area will also be able to use the AH from Term 3. • Sixth Form to use Canopy and SFCR or leave school site. • Some FSM students will be able to collect a packed lunch from Terry's if required.

		<ul style="list-style-type: none"> • All students must bring own water bottles filled with water. All water fountains will be in use but must be cleaned after each use. • MDSAs and Duty Staff can wear face coverings whilst on duty if they wish.
Number of staff and size of staff rest spaces impede the means to distance and reduce contact	<ul style="list-style-type: none"> • Encourage responsible distancing amongst adults. • Removal of furniture to create more space. • Removal of communal equipment (mugs etc) • Staggered break times for staff. 	<ul style="list-style-type: none"> • All staff to wear face coverings when in close proximity of each other.
Other	<ul style="list-style-type: none"> • All teachers and other staff can operate across different groups but must continue to maintain distance from students and other staff as much as possible. 	<ul style="list-style-type: none"> • All staff to wear face coverings when in close proximity of each other.
3. Hygiene and Cleaning	<u>Guidance on cleaning non-healthcare settings</u>	
Cleaning staff levels are insufficient to deliver enhanced cleaning regime – enhanced cleaning required throughout the day.	<ul style="list-style-type: none"> • Confirm available cleaning staffing levels with Wiltshire CC and G4S. • Use of contractors or other school staff for cleaning. • Agree the new cleaning requirements and additional hours for this. <p>A regular cleaning schedule should be maintained. This should include daily cleaning of frequently touched surfaces (using detergent and hot water followed by a chlorine based disinfectant solution):</p> <ul style="list-style-type: none"> • Toilets • Door Handles/ Access Buttons • Kitchen areas and associated equipment • Water dispensers/ coolers • Printers/ Photocopiers • White Boards • Play Equipment • Shared resources 	<ul style="list-style-type: none"> • Additional cleaning will continue to be provided throughout the school day by way of additional staff who will be charged with cleaning all touch-points and fire exits throughout the day and wiping down all used surfaces and break-times – SDv and MHo. • The normal cleaning schedule will prevail before and after the school day – G4S. • All G4S staff will be using all necessary PPE at all times, as provided by G4S. • Enhanced cleaning, staff and students to spray and clean their own tables with disinfectant before vacating. G4S to ensure that disinfectant is left in classrooms. • MHo to ensure green paper towel and hand sanitiser is made available for each classroom.

	<ul style="list-style-type: none"> • PPE to be worn by cleaning staff as dictated by risk assessment. • PPE to be worn by cleaning staff as dictated by risk assessment. • Leave resources to de-contaminate. • Deep clean all areas each day. 	
Insufficient handwashing and hygiene facilities increase the risk of transmission.	<ul style="list-style-type: none"> • Hand sanitiser dispenser in all classrooms, at Entrances and Exits and at Reception. • In line with COSHH, dispensers should be filled at each session/day refills shouldn't be needed in the classroom. • Students to handwash at various times of the day, before and during each break and lunch, leaving school and after using the toilet. • Extra signage for washing hands. • Supplies of tissues and lidded bins in each teaching space and classroom. • Ensure supplies of suitable soap. 	<ul style="list-style-type: none"> • All students will use hand dispensers on entering the school building and will wash hands with regular soap and water periodically through the day. • Hand sanitiser will be available in all classrooms – MHo. • All Classroom doors and windows will be left open – G4S. • Tissues provided in each classroom – MHo. • Wipes will be available in all classrooms – MHo. • Students and Staff to clean desks after use - disinfectant. • Suitable lidded bins to be provided by G4S and positioned at the end of each corridor in use on any day – G4S. • Touch cleaner to wipe down surfaces and fire exits throughout the day around the school site – SDv and MHo. • On days where students have PE, they will be in full PE kit thus reducing the need to use the changing rooms and lockers.
Exposure to new hazardous substances (products)	<ul style="list-style-type: none"> • COSHH assessment to be carried out for any new cleaning/sanitising products in use. • Additional cleaning staff to be made aware of the COSHH risk assessments. • Appropriate storage of hazardous substances. 	<ul style="list-style-type: none"> • Ensure they are undertaking the COSHH assessments for the cleaning products being used and that they are being stored correctly – G4S. Use of Byotrol (this chemical was also used pre-Covid and is often used for Norovirus).

	<ul style="list-style-type: none"> Material data sheets to be made available for new and existing products. 	<ul style="list-style-type: none"> Printed information is available on all PPE provided by the school. They must use at their own risk – MHo. Equipment/books can be shared within year groups and will be cleaned frequently but not taken in or taken home by staff.
4. Site and Buildings	<u>DfE Guidance on school premises management</u>	
Visitors/contractors/suppliers on site increase the risk of transmission.	<ul style="list-style-type: none"> Site visits only by pre-arrangement. Information/signage for visitors informing them of the infection control procedures. Deliveries and visits outside of school opening hours where possible. Provision of hand sanitising dispensers at main school entrance. Process for the acceptance of deliveries required i.e. area where deliveries can be safely left. 	<ul style="list-style-type: none"> Let all stakeholders know that the school is operating an appointment only system. Parents to communicate where possible via phone or email. The main reception area will be closed for all but essential and emergency uses. Clear signage required on Reception doors. Hand dispenser available in main reception. Visitors to RWBA will be offered the opportunity to take an LFD on arrival. Adult visitors to wear face covering unless exempt. All deliveries will be left on a table left outside the main reception. All G4S contractors and visitors will be instructed to use the G4S entrance.
Changes affect normal emergency procedures.	<ul style="list-style-type: none"> Redeployed or displaced staff and students will be briefed on evacuation procedures. Fire safety management plans should be reviewed and checked in line with operational changes. Schools should check: All fire doors are operational at all times Fire alarm system and emergency lights have been tested and are fully operational. 	<ul style="list-style-type: none"> Evacuation procedures to be made clear to all staff and students to include social distancing at the start of each day. Fire Drill dates in Calendar. Follow Flow Chart if a child or adult falls ill and shows symptoms of COVID. Sent out to all Staff. Library to be used as a Holding Zone for potential positive cases.

	<ul style="list-style-type: none"> • Fire drill practice to train new arrangements. • Other contingency emergency plans to be reviewed including lockdown procedures, major disruption through loss of services, gas leak etc. 	
Site security is compromised by new arrangements.	<ul style="list-style-type: none"> • Normal security standards will apply, doors which may be used for drop-off/pick up should then be closed during the school day. 	<ul style="list-style-type: none"> • Site team to ensure limited access to areas of the site not being used. Side Gate locked after 9.00am by G4S. • Mag locks on doors in effect – G4S. • SDv and MHo to ensure Sixth Form site is secure. • Wet Day plans in place. • LT and other colleagues to walk and monitor the site throughout the day.
5. Equipment and furniture		
Shared equipment, fittings and resources increase the risk of transmission.	<ul style="list-style-type: none"> • Hand sanitising before and after each session. • Cleaning regime for door handles, press to exit buttons, communal surfaces. • Children asked to bring in own stationery and equipment. • Resources and surfaces to be cleaned each night. • Sessions planned so resources are not shared. • Resources that are shared between groups, such as sports, art and science equipment should be cleaned frequently and meticulously. 	<ul style="list-style-type: none"> • Handwashing facilities in all toilets. • Regular hand sanitising. • Cleaners on site cleaning ‘touch’ surfaces, door handles where traffic is permitted and classrooms. • All students bring their own equipment to use. Equipment list to be sent to Parents. MRo. • Cleaning schedule agreed with G4S for on-site cleaner. SDv and G4S. • Any D&T equipment being used should be cleaned between uses at the end of a teaching session using antibacterial wipes – Staff & Students • Staff will be provided with their own set of disposable gloves to support them in safely handling equipment used by students in order to secure learning of a practical skill. • Engineer coats for Y12/13 students are going to be given out to pupils individually and stored on the shelves in T1 with their individual Kevlar

		<p>gloves and metal. These 'zones' are labelled per pupil.</p> <ul style="list-style-type: none"> • Students will also be informed that they must clean their hands with antibacterial gel before they select 'class' equipment, and again once it has been returned to its allocated space in the room • D&T technician CFA & Food technician KRI will administer the antibacterial 'gun' at break, lunch and after-school in T2/3/4/7/9 to sanitise tools, machines and equipment post-practical sessions in all classrooms as per the DT timetable
Inadequate ventilation increases the risk of transmission of Covid 19	<ul style="list-style-type: none"> • Make use of existing mechanical ventilation systems preferably drawing on fresh air. • Make use of natural ventilation – opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). • Opening internal doors can also assist with creating a throughput of air (but not fire doors in unoccupied parts) • Opening external doors may also be used provided security is not unduly compromised • Additional ventilation via open doors and windows should not occur in unoccupied parts of the site. • Carbon monoxide monitors are to be provided by central government to help identify poorly ventilated areas. 	<ul style="list-style-type: none"> • All classrooms at RWBA have appropriate ventilation. • If classes need to be condensed together through extreme staff absence, normal classroom environments will only be chosen if the numbers suggest that safe distancing can take place. Otherwise, large spaces such as the Assembly Hall, Gym, Sixth Form Lecture Theatre, Library or Terry's will be used. • CO2 Monitors are available for classrooms where ventilation is considered to be of concern. • CO2 Monitors are to be used in areas where there is no ventilation (eg some small office spaces).
Increased manual handling tasks increase the risk of musculoskeletal injuries.	<ul style="list-style-type: none"> • Staff must not attempt to move large or heavy items unless they are fit to do so. 	<ul style="list-style-type: none"> • G4S to prepare the classrooms. • All staff to report any amendments to room layout before students return to classrooms.
6. Health and Wellbeing		

<p>Staffing levels (insufficient) cause supervision, ratio and safeguarding issues.</p>	<ul style="list-style-type: none"> • Carry out a Risk Assessment survey on all staff risk and availability and review it regularly. • Introduce a process for staff to inform us if their health situation changes. • If there is a shortage of teachers consider use of suitably qualified TAs to lead a group and maintain ratios. 	<ul style="list-style-type: none"> • AEL to frequently speak with all staff to ensure wellbeing and reassurance. • Monday Morning Bulletin – comms. • Staff absence discussed each morning by LT and impact verified. • If staff absence is extreme, all other commitments/tasks (eg Line Management meetings) will be postponed so that cover can be offered. • Risk Assessment to confirm risk and availability and personal circumstances carried out, minimal disruption and impact. • Risk Assessments carried out for the most vulnerable students and staff and communicated. AEL, SML, SDv, MHo and Year Teams. • Ensure all staff are aware of procedures to communicate if personal circumstances change • Ensure all staff and students are LFDing and reporting results twice a week. • Full information available for PPE and chemicals used in school – in case of allergies – SDv.
<p>Volunteer wellbeing (if applicable)</p>	<ul style="list-style-type: none"> • Volunteers will be treated in the same way as school staff and provided with the same information, instruction, training and equipment. • Volunteers will be included in regular communications and be given the opportunity to feedback any concerns. 	<ul style="list-style-type: none"> • Volunteers, ITT students and peripatetic staff to be given H&S briefings on arrival. MHo and SLA and EHo. • If there are any other visitors, eg Multi-Agency, they are to be given H&S briefings by MHo or TBr on Reception. • LFDs will be offered for visitors to take on arrival at RWBA. • All visitors to wear a face covering.

<p>Vulnerable / Extremely vulnerable children at higher risk of infection.</p>	<ul style="list-style-type: none"> • Parents should follow current medical/government advice if their child is CEV or shielding. 	<ul style="list-style-type: none"> • All CEV students should attend unless advised by GP or Clinician. • Remote Learning will continue and regular contact with Tutors/SMs if required for students self-isolating. • Individual discussions to be had between home and school if needed for CEV (Critically Vulnerable or anxious) students. • Student Managers to continue communication home. • Medical and Government advice has been published to parents. • Active engagement with NHS Test and Trace. • Attendance Briefing sent to AEI each week – MRo/DBr.
<p>Person becomes unwell with Covid 19 symptoms in school</p>	<ul style="list-style-type: none"> • Move to a pre-designated room where person can be isolated, with adult supervision if a child. • Ventilate the room – HEPA Filter. • PPE should be worn if contact is required. • Inform parent/carer to arrange collection. • Cleaning regime after each usage of the space. • Minimise contact with individuals who are unwell by advising that they do not attend school. • Contain an outbreak by the Contingency Plan in the Return To School Document V13. Contact PHE for advice. • In emergency call 999 if someone is seriously ill or injured / life is at risk. 	<ul style="list-style-type: none"> • Flow Chart created for all staff to follow – MHO. • The Covid-19 room will be the Interview Room opposite the First Aid Room – monitored by KIn. • Parents will be contacted immediately to collect their child – testing required before returning to school. • All colleagues will wear PPE when sitting with the student. – Distance of 2 metres. • Door should be open in the room at all times. • If toilet is required, they should use the Disabled toilets near to First Aid. Close off and have cleaned after use. • All staff and students in contact with student (ie those in the same room) will be contacted by NHS Test and Trace. • If status is negative, all return to school. • PPE for First Aid and COVID – 19 Room. MHO and G4S

		<ul style="list-style-type: none"> • Non-contact thermometers if required. MHO and G4S. • Clean room and toilets if suspected case has been sited there. Action: G4S on-site cleaner needs to be aware and have PPE available. Cleaned by a Specialist Subcontractor. • Decision will be made on transported students using buses dependent on each case. • RWBA to ensure that any siblings identified on our systems, their schools are also notified. • Active engagement with NHS Test and Trace. • Parents, Students and Staff will be informed immediately for testing/action. • Those who have helped a student with symptoms do not need to go into self-isolation unless they develop symptoms in which a PCR test should be arranged. • Wash hands for 20 seconds when in contact with someone who is unwell.
<p>Staff wellbeing affected by the working experience.</p>	<ul style="list-style-type: none"> • Include staff in risk assessment process. • Staff meetings and communication. • Defined wellbeing support measures for staff. • Designated staff rest areas. • PPE. 	<ul style="list-style-type: none"> • Communicate guidance clearly. • QA sessions led by AEL. • Flu vaccinations offered. • CV staff including pregnant staff can attend school following the measures put in place. Pregnant staff to have their own RA – MHO. • Monday Morning Bulletin via email – AEL. • HR/wellbeing support including ‘The Hive’. • Well Being Days. • Share Risk Assessment with all Staff - AEL. • Reduce the working day as much as possible after 3.15pm. • Meetings to be a mix of face to face and remote as much as possible.



		<ul style="list-style-type: none"> • CPD to be a mix of face to face and remote as much as possible. • Constant wellbeing checks on all staff through LM system. • Flexibility where staff appointments are made eg medical/dental/personal. • A variety of wellbeing and thank you measures in place, Yoga classes, pastries and coffee after each Parents Evening.
<p>Student wellbeing is impacted by the current situation causing physical and mental ill health.</p> <p>School Effectiveness guidance on Right Choice</p>	<ul style="list-style-type: none"> • Students to have allocated teacher, SM and TA where possible. • Curriculum to support students' well-being. • Provide opportunities to talk about their experiences/concerns. • Pastoral activities. • Inclusion Zones (Big and Little Pod). 	<ul style="list-style-type: none"> • Extended iLearn sessions for the first day back. • Daily support from iLearn Tutors to continue. • Vulnerable/PP/SEND/LAC all have allocated Mentors – MRo. • TAs remain in contact with SEND and medical. • Support and Mental Health Toolkits sent to all Staff for use with students to integrate them back, to listen and enable students to offload – MRo and AFa. • Online Pastoral activities from SfL Team and HOYs. • Development of Inclusion ALT and Team to intervene – KHe. • Use of Inclusion Zone, Pod and Medical Staff – KHe. • Inclusion Timetables created for some students – KHe and Lead TAs. • Quiet Room (Library) for break and lunch times for those identified by the PLT and Year Teams – SMI. • Students who sit in a seating plan near a window or door should be rotated often.

First aid provision	<ul style="list-style-type: none"> • Ensure all staff know First Aiders on site if less than normal. • If provision is less than usual, minimise hazardous activities which may result in injury. • Ensure a supply of PPE is available for provision of first aid and use and dispose of accordingly. 	<ul style="list-style-type: none"> • The Primary First Aider is always on site – KIn, ZMa, SDv and MHo. • First Aiders to be presented on posters around the school - MHo. • Action: First Aid and PPE equipment available centrally and in First Aid.
1:1 teaching, physical restraint and children with SEND or EHC plans are adversely affected by the current situation.	<ul style="list-style-type: none"> • Individual risk assessments of children with behavioural difficulties. • Ensure a supply of PPE is available based on need. • Reduced timetable or consideration of other solutions if child's behaviour puts staff at risk. 	<ul style="list-style-type: none"> • Risk assess as appropriate for students expected to be on school site – MRo and SML. • Monitor the behaviour of students daily. • Pupil Passports created for all non EHCP students by TAs and communicated to all staff. • If a student presents as a risk to themselves or others, they will be sanctioned in accordance with the adapted Behaviour Policy - MRo to communicate. • Build routines into school culture supported by behaviour expectations helping students understand them – MRo. • Use of Inclusion Zone (Big or Little Pod) if required – KHe. • Inclusion Timetables now created for some students – KHe and Lead TAs.
7. Risk assessments and Policies		
Standard risk assessments do not take account of additional covid-19 risks	<ul style="list-style-type: none"> • Ensure all work environments and teaching/learning activities have been subjected to risk assessments in line with conventional H&S requirements. • Review and where necessary update all risk assessments with additional control measures to counter any significant covid-19 infection transmission risk. • One -off activities will be subject to separate risk assessment. 	<p>See MRo for Behaviour Policy and related RAs.</p> <p>See ABe for Trips and Activities related RAs.</p> <p>See MHo for H&S related RAs.</p>

	<ul style="list-style-type: none"> • Lettings of facilities will be subject to separate Risk Assessments and details including Safeguarding link protocols must be shared with RWBA – G4S. • School clubs, Breakfast clubs and after-school provision will be subject to a separate risk assessment. • Behaviour Policy amended to reflect covid-19 protocols. • Off-site learning outside of the classroom activities will be subject to a separate risk assessment. 	
8. Monitoring		
<p>Control measures set out in this risk assessment do not prove effective</p> <p>Levels of compliance are inadequate</p>	<ul style="list-style-type: none"> • Named school staff will monitor the application and effectiveness of the control measures set out within this risk assessment, and the level of compliance by staff, visitors and students. • Non-compliance will be addressed immediately. • Regular communication with staff on the outcomes of the monitoring. • LA H&S Advisers are able to visit the school site to assess compliance. 	<ul style="list-style-type: none"> • LT to weekly review the RA and associated documents/actions/protocols. • RA and RTS documents shared with Trustees and Governors.
9. Other measures		
Classroom Music	<ul style="list-style-type: none"> • Singing, wind and brass groups stood side by side and only to take place in a well ventilated space. • Some school instruments will still not be used. Practice rooms will not be available at break, lunch, before and after school for non-music tuition students. • Allow for some practical music making on keyboards and computers. 	<ul style="list-style-type: none"> • Singing, wind and brass in a well-ventilated room or large teaching space. • HEPA Filters in these rooms. • Equipment to be cleaned between use. • Students still encouraged to bring 3.5 and 6.35mm jack headphones to music lessons.
Use of alcohol based sanitiser	<ul style="list-style-type: none"> • Applicable where students or staff may use naked flames. 	<ul style="list-style-type: none"> • Science and DT to be aware that the sanitiser used is alcohol based and staff should be aware of the risks when near a naked flame – eg Science or DT. CCh and JFe.

Lateral Flow Testing	<ul style="list-style-type: none"> • See LFD Risk Assessment. 	<ul style="list-style-type: none"> • See LFD Risk Assessment.
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I confirm that the above is a suitable and sufficient risk assessment based on current information. The risk assessment will be reviewed on a regular basis and whenever anything relevant changes. All relevant parties will be informed of the outcomes of this risk assessment.

Name of Headteacher	Anita Ellis	
Signature of Headteacher		Date: 4th January 2022
Name of Chair of Governors / Trustees	Olivia Thomas	
Signature of Chair of Governors / Trustees		Date: 4th January 2022
Date of review	Every 2 week cycle	