



## School reopening September 2020 Risk Assessment – Reception

<b>Location / Site</b>	Insert location and site where activity taking place
RINGWAY PRIMARY SCHOOL	
<b>Activity / Procedure</b>	Insert name/type of activity or procedure being assessed
September reopening Reception	
<b>Assessment date</b>	Insert date when assessment is being carried out
24.11.20	

Government guidance for schools states:

“The safety of children and staff is our utmost priority.”

“The advice seeks to support staff working in schools, colleges and childcare settings, to deliver this approach in the safest way possible, focussing on measures they can put in place to help limit the risk of the virus spreading within education and childcare settings.”

“In education, childcare and social care settings, preventing the spread of the coronavirus involves dealing with direct transmissions (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces.) A range of approaches and actions should be employed to do this.”

Government guidance for parents concerning re-opening of schools states:

“We have provided guidance and support to schools, colleges and child care settings on implementing protective measures in education and childcare settings to help them **reduce the risk of transmission as more children and young people return.**”

“Whilst such changes are likely to look different in each setting, as they will depend upon individual circumstances, they are all designed to minimise risks to children, staff and their families.

Schools and colleges continue to be best placed to make decisions about how to support and educate their pupils during this period. This will include:

Consideration of the pupils’ mental health and wellbeing.

Early years and primary age children cannot be expected to remain apart from each other and staff. In Schools should therefore work through the hierarchy of measures set above:

- Avoiding contact with anyone with symptoms
- Frequent hand cleaning and good respiratory hygiene practices
- Regular cleaning of settings
- Minimising contact and mixing

Where settings can keep children and young people in those small groups 2 metres away from each other, they should do so. While in general groups should be kept apart, brief transitory contact, such as passing in a corridor is low risk.

## RINGWAY PRIMARY SCHOOL HEALTH & SAFETY

Red texts are control measures from Government Guidance – Coronavirus (COVID-19); implementing protective measures in education and childcare settings.

<b><u>Identify hazard</u></b>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
<b>Transition from Nursery to Reception</b>			
<b>Existing level of risk</b>	Consider current level of risk		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<p style="background-color: yellow;"><b>WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</b></p> <p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> <li>1. A phased transition is planned due to children being out of school since March and missing a term of their Nursery education. Transition will last 3 weeks until, eventually all children will be attending full time from week 3.</li> <li>2. Class split into 2 transition groups of 15 children each – all children with a sibling attending school will be in one group and children without a sibling in the other group. This will reduce the amount of families on the school grounds for the initial 3 weeks during morning drop off or after school pick-ups (as per guidance). Families with siblings will hopefully already be familiar with new school systems and measures in place allowing us to focus on the new group so they are fully familiar with expectations before the child attends full time from week three.</li> <li>3. Within the class these children in the transition groups of 15 will be further split into groups of 5 to allow a 1:5 adult ratio within the class to establish all rules and expectations in regards to hygiene and hand washing expectations.</li> <li>4. Social distancing charter created for and with the children – including how many children playing with resources and how, (include instructions how to line up, physical contact, use of toilet, moving around the classroom etc.)</li> <li>5. Charter re-visited and modelled many times a day and linked to school behaviour system – lots of praise for adherence and sanctions for non-compliance.</li> <li>6. Class will come together as a group of 30 from Week 3 of Autumn term.</li> </ol>			
<b>Final level of risk</b>	Consider level of risk once measures in place		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b><u>Identify hazard</u></b>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
<b>Lack of social distancing in the classroom</b> resulting in direct transmission of the virus	
<b>Existing level of risk</b>	Consider current level of risk

**RINGWAY PRIMARY SCHOOL HEALTH & SAFETY**

<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p><b>WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</b></p> <p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> <li>1. Classes to stay in bubble of no more than 30.</li> <li>2. <b>Remove excess furniture and resources to increase space if space to do so.</b></li> <li>3. Social distancing charter created for and with the children – including how many children playing with resources and how, (include instructions how to line up, physical contact, use of toilet, moving around the classroom etc)</li> <li>4. Charter re-visited and modelled many times a day and linked to school behaviour system – lots of praise for adherence and sanctions for non-compliance.</li> <li>5. Resources and activities planned to reduce shared contact and individual learning.</li> <li>6. Use of outdoor space – same charter for outdoors</li> <li>7. Staff allowed to stay at adult height – no requirement for getting to child level for interactions</li> <li>8. Interactions carried out where possible from a distance.</li> <li>9. <b>Teacher and TA are assigned to these children and stay with these children throughout the day and week.</b></li> <li>10. <b>Children stay in the classroom/ outdoor area for the majority of the day and do not mix with other groups</b></li> <li>11. Coats and lunch bags on pegs.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk once measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

**RINGWAY PRIMARY SCHOOL HEALTH & SAFETY**

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing using toilets and poor hygiene</b> resulting in direct and indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p><b>WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</b></p> <p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> <li>1. Hand gel used after toilet use as well as washing hands.</li> <li>2. Extra signs and posters in toilet re washing hands.</li> <li>3. Children encouraged to keep toilet lids down when not in use.</li> <li>4. Extra soap ordered to ensure we do not run out.</li> <li>5. Lidded bin put into toilets, emptied lunchtime and after school.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk once measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing waiting to enter classroom in morning</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p><b>WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</b></p> <p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> <li>1. Markers outside the classrooms for the children and parents to wait.</li> <li>2. Signage for parents and children displayed outside the classroom.</li> <li>3. <b>Staggered drop off and pick up times for different year groups.</b></li> <li>4. Parents and children enter using usual gate but follow the one-way system in operation.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk once measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing during playtimes and lunchtimes</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p><b>WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</b></p> <p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> <li>1. <b>Staggered playtimes</b> and allocated yards for each ‘bubble’.</li> <li>2. Games discussed which encourage social distancing – football passing, catch, hoola hooping.</li> <li>3. Staff supervision throughout – actively encouraging and insisting on social distancing.</li> <li>4. Break time supervised by bubble staff.</li> <li>5. Allocated dinner supervisor for each bubble.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk once measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing when eating lunch</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p><b>WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</b></p> <p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> <li>1. Children eat in the school hall at their allocated time. they will not mix with other classes.</li> <li>2. Children can bring packed lunch in from school if they prefer.</li> <li>3. When eating at tables, ensure distance between each child where possible.</li> <li>4. Dining table and chairs cleaned thoroughly between each sitting.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk when measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

**RINGWAY PRIMARY SCHOOL HEALTH & SAFETY**

<b><u>Identify hazard</u></b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing in the corridors</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p><b>WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</b></p> <p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> <li>1. Children staying in their classroom and accessing outside from classroom door.</li> <li>2. Reception children will only enter main school building to walk to and from dinner hall and will be self-contained in their own mobile classroom.</li> <li>3. Messages to office via phone or email.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk once measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b><u>Identify hazard</u></b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Contact of shared resources</b> resulting in indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Resources washed in Milton each night and left to dry.</li> <li>2. Tables, door handles and other surfaces cleaned with disinfectant every lunchtime and night.</li> <li>3. Resources on tables ready for lesson and children have restricted choice of resources.</li> <li>4. Children encouraged to wash hands / use hand gel before lessons and after each lesson</li> <li>5. Outdoor playground equipment cleaned each day at the end of the day.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk once measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

**RINGWAY PRIMARY SCHOOL HEALTH & SAFETY**

<b><u>Identify hazard</u></b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Emotional distress of the children</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Children to be in a bubble with their familiar class teacher and TA.</li> <li>2. Comfort given from a distance – at adult height and hand gel used after if needed.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk once measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b><u>Identify hazard</u></b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Emotional distress of the staff – including anxiety</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b><u>Control measures</u></b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Inclusion in risk assessment process – input into hazard identification and control measures.</li> <li>2. Staff meeting to discuss concerns and shared control measures</li> <li>3. Risk assessments reviewed weekly.</li> <li>4. Designated ‘staff areas’ areas for different groups of staff if requested.</li> <li>5. PPE masks / face coverings / visors offered to staff working with children if requested.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk once measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

**RINGWAY PRIMARY SCHOOL HEALTH & SAFETY**

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of spreading virus due to poor hygiene</b> resulting in indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Hand gel outside of all classrooms.</li> <li>2. Hand gel order in large quantities.</li> <li>3. Handwashing PHSE lessons, songs and rhymes.</li> <li>4. Extra soap and re-fills in each classroom.</li> <li>5. Children hand wash or hand gel on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze.</li> <li>6. Washing hands posters replaced in all washing areas.</li> <li>7. Reminders how to wash hands properly – videos and posters</li> <li>8. Lidded bins in all classrooms and toilets which will be emptied each lunchtime and after school.</li> <li>9. Where possible, doors and windows to be kept open to help ventilation.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk once measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of infection due to lack of cleaning</b> resulting in indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. All surfaces, handles, toilets and shared equipment will be cleaned each lunchtime and at the end of the day.</li> <li>2. Resources on each day list given to cleaners to ensure these resources are cleaned at the end of the day.</li> <li>3. Enhanced cleaning schedule in place.</li> <li>4. Extra cleaning products bought.</li> <li>5. Each class to have own cleaning equipment for regular cleaning throughout the day.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk once measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

**RINGWAY PRIMARY SCHOOL HEALTH & SAFETY**

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of illness of vulnerable staff and family members</b> through direct and indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Agree if staff are allowed to wear PPE when in school if they wish.</li> <li>2. Issuing of all relevant risk assessments to staff concerning re-turning to work – and allow them to comment and contribute.</li> </ol>			
<b>Final level of risk</b>		Consider level of risk once measures in place	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

Name of assessor	Signature of assessor	Date
LRobson		24.11.2020

<b>Risk assessment reviews</b>	Weekly
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