

## 4 - RISK ASSESSMENT FOR COVID -19 Full Opening September 2020

This document is part of the Health and Safety Report for: Return to School Precautionary Measures in relation to the COVID-19 pandemic and must work in conjunction with it.

Where	GATEHOUSE SCHOOL
Date of assessment	16.07.20 (See review dates below)
Year groups and numbers:	Nursery: NK 17 - NR 18 - NS 18 - NT 16 Reception: RL 23 - RK 23 - RS 23 Year 1: 1D 22 - 1H 23 - 1C 23 Year 2: 2B 23 - 2N 22 - 2P 20 Year 3: 3D 20 - 3V 20 - 3M 21 Year 4: 4G 23 - 4M 21 - 4A 22 Year 5: 5M 24 - 5R 24 Year 6: 6F 26 - 6T 25
All staff/Teaching/supervisory staff:	SLT - Teachers - TAs - Nurse - PE staff - SEND staff - Premises Staff - Admin staff - kitchen staff
Who might be at risk?	ALL STAFF AND PUPILS

**The RISK FACTOR for each hazard is the residual risk AFTER existing controls have been considered.**

Likelihood of exposure	Severity of injury or illness consequence and remedial action			
	Catastrophic Death or permanent disability	Critical Disability in excess of 3 months	Marginal Minor injury lost school day accident	Negligible First Aid or minor Medical Treatment
Frequent	HIGH	HIGH	SERIOUS	MEDIUM

<b>Likely to appear frequently</b>	Operation not permissible	Operation not permissible	High priority action	High priority action
<b>Probable Likely to occur several times</b>	HIGH Operation not permissible	HIGH Operation not permissible	SERIOUS High priority action	MEDIUM High priority action
<b>Occasional Likely to occur sometimes</b>	HIGH Operation not permissible	SERIOUS High priority action	MEDIUM Take remedial action at appropriate times	LOW Risk acceptable, no further action required
<b>Remote Not likely to occur</b>	SERIOUS High priority action	MEDIUM Take remedial action at appropriate times	MEDIUM Take remedial action at appropriate times	LOW Risk acceptable, no further action required
<b>Improbable Very unlikely –may assume exposure will not happen</b>	MEDIUM Take remedial action at appropriate times	LOW Risk acceptable, no further action required	LOW Risk acceptable, no further action required	LOW Risk acceptable, no further action required

<b>HAZARD</b>	<b>WHO IS AT RISK?</b>	<b>Existing Controls (action taken to reduce risk)</b>	<b>RISK RATING</b>	<b>Is the risk adequately controlled? If not list further action required</b>

Safeguarding	Pupils	<p>All staff have had safeguarding training.</p> <p>Children are correctly supervised and are accompanied to changing rooms/loos by a member of staff of the same gender.</p> <p>Contact DSL in case of a query.</p> <p>Registration will continue to take place and be reviewed on Friday by our DSL.</p> <p>Child protection during the covid-19 measures (via FT, JV,SK).</p>	<b>low</b>	yes
Providing staff and pupils with a safe working environment	Staff and pupils	<p>Risk Assessment and Health and Safety report put in place.</p> <p>Contacted Insurers and discussed the Risk Assessment, the Health and Safety Report and Safeguarding policy, Covid Safeguarding Policy who are satisfied with all documents. All documents have been signed off by the Governors.</p>	<b>Low</b>	Yes
Fire drills and emergency evacuation	Pupils, staff (and visitors if during arrival and dismissal)	<p>Children will follow the normal procedures practised during our fire drills.</p> <ul style="list-style-type: none"> <li>● Nursery (NR, NK, NS,NT) will use the Nursery Playground</li> <li>● Reception will go to the Lower Junior area by the Nursery fence</li> <li>● Yr 1 will go in front of the Lower Junior equipment</li> <li>● Year 2 will stand on the Lower Junior equipment floor</li> <li>● Year 3 will stand on the Upper Junior equipment floor</li> <li>● Year 4 will go on the raised area</li> <li>● Years 5 and 6 will use the Astro Pitch</li> <li>● Subject teachers and all other staff will go to the car parking area.</li> </ul>	<b>Low</b>	Yes
Systems of control for prevention and	All staff and pupils	<p><b>Prevention:</b></p> <p>1) minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school</p>	<b>Low</b>	Yes

response to any COVIS-19 infections		<p>2) clean hands thoroughly more often than usual</p> <p>3) ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach</p> <p>4) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach</p> <p>5) minimise contact between individuals and maintain social distancing wherever possible</p> <p>6) where necessary, wear appropriate personal protective equipment (PPE)</p> <p><b>Response to any infection:</b></p> <p>7) engage with the NHS Test and Trace process</p> <p>8) manage confirmed cases of coronavirus (COVID-19) amongst the school community</p> <p>9) contain any outbreak by following local health protection team advice</p>		
Use of PPE (Personal Protection Equipment)- Covid-19 transmission	Staff	<p>School can offer basic PPE which is made available to all staff who wish to wear it. Masks, aprons, gloves.</p> <p>Any staff member taking temperatures will need to wear gloves and a mask.</p> <p>PPE needs to be changed daily if worn, and disposed of properly in a bin or washed.</p>	<b>low</b>	yes
Social Distancing - staggered arrivals and dismissals- Covid-19 transmission	pupils	<p>There will be staggered drop and pick up times.</p> <p>Am: 8.30/8.45/9.00</p> <p>Pm: 3.15/3.30/3.45</p>	<b>low</b>	yes
Social Distancing - staggered morning and lunch playtimes	pupils	<p>The playgrounds have been divided into 8 different areas to accommodate all the year group bubbles and the rota has been organised so that the TAs allocated to each year group will cover to limit transmission.</p>	<b>low</b>	yes

- Covid-19 transmission-				
Social Distancing and Bubbles- Covid-19 transmission	All staff and children	<p>Staff and children should try to keep at a safe distance from one another where possible. The recommendation for adults is 2m apart where possible and older children should be encouraged to keep apart.</p> <p>Children will remain in their small groups (Bubbles) but for the Autumn term, bubbles will be in class groups with numbers up to 24 pupils in a class bubble.</p> <p>Year group bubbles will be able to mix when needed in order to access the curriculum and during playtime breaks in the playground. The different year group bubbles should be kept apart.</p> <p>For the younger groups, it will be acceptable for them not to distance within their group.</p> <p>Siblings may be in different bubbles because of age differences but we have ensured that twins have been kept in the same class bubble.</p> <p>Whole school assemblies will still need to be avoided. The Head and JV will take Year group assemblies on a rota.</p>	<b>low</b>	yes
Movement around the school - social distancing- Covid-19 transmission	Pupils	<p>Pupils will remain in their classrooms as much as possible. They will be able to attend the following lessons in their respective areas:</p> <ul style="list-style-type: none"> <li>● PE and Games in the Astro/Hall/playground</li> <li>● ICT in the ICT room</li> <li>● Art in the Art Room (CD)</li> <li>● Library</li> <li>● Year 5 and 6 in the Science lab</li> </ul> <p>KS2 classes attending these lessons need to be collected and returned by the teacher taking them for that lesson. Timings will need to be respected leading to possibly very slightly shorter lessons.</p>	<b>Low</b>	Yes

		EYFS and KS1 teachers will need to take and collect their classes themselves.		
Movement around the school - social distancing- Covid-19 transmission	Staff	Subject teachers will move between the classes and will adhere to social distancing avoiding face to face contact with pupils and other staff and stay where possible 2m away. For younger pupils this may not be possible.	<b>Low</b>	Yes
Movement around the school - social distancing- Covid-19 transmission	Staff and pupils	Children and staff will adhere to the ONE WAY system in the stairwells.	<b>Low</b>	Yes
Measures in classroom - Social distancing- Covid-19 transmission	Staff and pupils	All children will need to stay at the same desk or table, as much as possible (Nursery children and Reception may have more of a free flow within their 'bubble'). For whole class teaching, children in EYFS and KS1 may sit on the floor area as long as they are all forward facing and sitting 1m behind the children in the line in front of them. Face to face contact must be avoided and contact time within 1m must be kept to a minimum For children old enough, they should also be supported to maintain distance and not touch staff and their peers where possible. This will not be possible for the youngest children and some children with complex needs. Make small adaptations to the classroom to support distancing where possible. This should include seating pupils side by side and facing forwards.	<b>Low</b>	Yes
Furniture and classroom materials	Pupils and staff	<ul style="list-style-type: none"> <li>All soft furnishings are to be removed and stored away.</li> <li>All materials used by the children in terms of toys and shared apparatus are to be cleaned/sprayed daily</li> </ul>	<b>Low</b>	Yes

		<ul style="list-style-type: none"> <li>• Board games and card games should be limited and cleaned between each use and not to be shared with other bubbles even within the year group.</li> <li>• Furniture should be wiped regularly, the school cleaners will conduct a thorough clean of all furnishings each day.</li> <li>• Each child should be given their own set of materials required throughout the day (pencil, ruler, rubber etc...) for their sole use, where possible. The materials will need to stay on their table or inside their desks. (applicable to Lower and upper Juniors)</li> <li>• Nursery equipment (pencils etc...) will need to be sprayed.</li> </ul>		
Staffroom - social distancing Covid-19 transmission	Staff	<p>The rooms that will be used by the staff for breaks are the following:</p> <ul style="list-style-type: none"> <li>• Staffroom</li> <li>• Staffroom balcony</li> <li>• Main Hall if there aren't any lessons going on</li> </ul> <p>Staff will adhere to the 2m social distancing rule as much as possible and will choose a different area if the current area is over-crowded.</p>	<b>Low</b>	Yes
Staff meeting - Social distancing Covid-19 transmission	Staff	When staff meet for morning briefings and staff meetings, social distancing rules need to be respected as much as possible and staff should try and stay 2m apart. (Use of Wallbank Hall or Main hall)	<b>Low</b>	Yes
Health and Safety check for social distancing and good hygiene	All staff and pupils	SK and CM will continue to conduct regular checks around the main building, New House and outdoor spaces to ensure that the information and requirements in this RA are being adhered to.	<b>Low</b>	Yes

Staff and pupils' travel to school - social distancing and public transport	Staff and pupils	Staff and pupils are encouraged to travel to school on foot or by cycling. Where not possible and public transport needing to be used, each individual will need to adhere to social distancing rules (2m) and to wear a face covering. Wash hands upon arrival and have temperature checked.	<b>Low</b>	Yes
Bags and personal items from home - transmission	Pupils and staff	Pupils and staff may bring bags from home, bringing in essential items only.	<b>low</b>	yes



Risk of coronavirus infection spreading to children and staff at school	Pupils and staff	<ul style="list-style-type: none"> <li>● Headteacher to regularly check the latest government advice for schools and to ensure the advice is shared and followed.</li> <li>● A deep-clean will take place before the pupils and staff return to school for the autumn term.</li> <li>● A daily cleaner will continue to be present throughout the day to clean communal parts of the school.</li> <li>● Daily morning temperature checks for all staff and pupils at the start of the day.</li> <li>● 3 members of staff will be at the school gate and will use 2 Thermoscan thermometers and 1 Temporal thermometer with sanitizer wipes.</li> <li>● Any staff member or pupil who is found to have a high temperature should not be allowed into school and will need to get tested for Covid-19</li> <li>● On a daily basis, teachers are to share key information with children about hygiene.</li> <li>● ‘Catch it, Bin it, Kill iT’ poster and handwashing video made available  <a href="https://www.nhs.uk/live-well/healthybody/best-way-to-wash-your-hands/">https://www.nhs.uk/live-well/healthybody/best-way-to-wash-your-hands/</a> and explain posters via IWBs:  <a href="https://www.who.int/gpsc/5may/How_To_HandWash_Poster.pdf?ua=1">https://www.who.int/gpsc/5may/How_To_HandWash_Poster.pdf?ua=1</a>  <a href="https://www.who.int/gpsc/5may/How_To_HandRub_Poster.pdf?ua=1">https://www.who.int/gpsc/5may/How_To_HandRub_Poster.pdf?ua=1</a></li> <li>● Pupils, students, staff and visitors should wash their hands: before leaving home, upon arrival at school, after using the loo, after breaks and sporting activities, before food preparation, before and after eating any food, including snacks and before leaving school.</li> <li>● Staff need to continue to remind pupils to wash their hands or use hand sanitizer with 20 minute intervals between each</li> </ul>	<b>medium</b>	yes
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		<p>time. They will not send children in groups more than 2 to sue the loos</p> <ul style="list-style-type: none"> <li>● Soap and water is as effective if not more effective than using sanitisers. (Hot water is not necessary)</li> <li>● Children and adults are advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in the bin, and wash their hands</li> <li>● If no bin is available they should put the tissue into their pocket or up their sleeve for disposing of later. ( it is noted that there are bins provided all around the school)PPE made available for staff.</li> <li>● If tissues are unavailable, they should cough and sneeze into the crook of their elbow.</li> <li>● Instillation of more hand sanitisers around the entrances and exits as well as in all the classroom.</li> <li>● When soap/sanitizer runs out, the teachers are to ask the premises team to replenish the containers.</li> <li>● 3 free standing water hand-washing stations will be added to the Yr3/1, Yr 5 and Yr 6 landings. These are to be refilled by the premises team.</li> <li>● Check with Lee for ordering more sanitising gels and boxes of tissues (Nurse Freya has a supply)</li> </ul>		
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<p>Child/Adult is unwell and it is believed that they have been exposed to COVID-19.</p>	<p>Pupils and staff</p>	<ul style="list-style-type: none"> <li>● Child/ Adult is sent to the Nurse who will assess them</li> <li>● PPE to be worn.</li> <li>● Call the parent (if a child) or discuss with the adult and explain reasons for suspicions of exposure and ask for the parent to come to school and collect the child. Ensure parent / adult has contacted NHS111 for further advice</li> <li>● Call for Nurse Freya who will assess the situation who may call 999 if they are seriously ill or injured or their life is at risk.</li> <li>● They should avoid touching people, surfaces and objects and be advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in the bin.</li> <li>● They will be kept in a separate room until someone can collect them from the Medical room.</li> <li>● If they need to go to the bathroom whilst waiting for medical assistance, they should use the Nurse's loo that can be sanitised after use.</li> <li>● They will need to get a test and inform the Headteacher ASAP.</li> </ul>	<p><b>medium</b></p>	<p>yes</p>
<p>A case of COVID-19 (pupil or school adult) is suspected at our settings.</p>	<p>Pupils and staff</p>	<p>Follow the above procedures.          Seek advice from Public Health England.          Follow the Government's latest procedure of Test and Trace.</p>	<p><b>Medium</b></p>	<p>yes</p>

A case of COVID-19 (pupil or school adult) is confirmed at our settings.	Pupils and staff	<ul style="list-style-type: none"> <li>● Contact with the local Public Health England Protection Team will be made to discuss the case, identify people who have been in contact with them and to advise on any actions or precautions that should be taken and follow the Test and Trace procedures.</li> <li>● An assessment of the school premises will be undertaken by the Health &amp; Safety Adviser, Nurse and SLT.</li> <li>● Head to contact the Chair of Governors.</li> <li>● Advice on the management of pupils or students and staff will be based on this assessment.</li> <li>● Health &amp; Safety Adviser, Nurse and SLT will also be in contact with the patient directly to advise on isolation and identifying other contacts, and will be in touch with any contacts of the patient to provide them with appropriate advice.</li> <li>● Advice on cleaning of communal areas such as classrooms and loos will be given.</li> <li>● The Bubble in which the infected person was in and any other bubble that may have come into direct contact with him/her will be sent home and asked to isolate for 14 days.</li> <li>● Parents will be contacted as soon as a positive test has been confirmed.</li> </ul>	<b>Medium /high</b>	yes
Presence of signs of any other illness symptoms including gastric issues, vomiting, diarrhea, sore throat, sore ears	Staff	The person in question will be asked to go home and will need to follow up by booking a CoronaVirus test as soon as possible in order to rule out any concerns in connection with Covid-19.	<b>Low</b>	Yes

Testing negative for Covid-19	Pupils and staff	<ul style="list-style-type: none"> <li>• If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.</li> </ul>		
Testing positive for Covid-19	Pupils and staff	<ul style="list-style-type: none"> <li>• if someone tests positive, they should follow the <a href="#">‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’</a> and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.</li> </ul>	<b>low</b>	yes

<p>Travelling back to the UK from abroad - risk of infection of Covid 19 via travel and close contact with carriers in aeroplanes and airports</p>	<p>Children and parents</p>	<p>Regarding families traveling back to the UK from abroad, they require an isolation period of 14 days upon their return to the country if the country is not within the travel corridor.</p>	<p><b>low</b></p>	<p>Parents have a duty to inform the school as they have been informed of this procedure via email</p>
<p>Return to school, access to the building</p>	<p>Staff</p>	<ul style="list-style-type: none"> <li>● On 01.09.20 all staff will meet in the Main Hall using up all the space and standing 2m apart.</li> <li>● Hand washing, temperature checks and PPE to be collected upon arrival from the office area as they arrive.</li> <li>● Staff will have the opportunity to discuss the risk assessments and the Precautionary Measures H&amp;S report.</li> </ul>	<p><b>low</b></p>	<p>Yes</p>

Return to school, access to the building and arrivals/dismissals	Pupils and parents	<ul style="list-style-type: none"> <li>• There will be a staggered arrivals and dismissals for all year groups:</li> </ul> <p><b>Reception</b> (Terrace upper and lower) Drop off: 8.30 Pick up: 3.15</p> <p><b>Yr 1</b> (Nursery Wall) Drop off: 8.30 Pick up: 3.15</p> <p><b>Yr 2</b> (raised area) <b>and Yr 3</b> (Astro) Drop off: 9.00 Pick up: 3.45</p> <p><b>Yr 4 and Yr 5</b> (Nursery wall) Drop off: 8.45 Pick up: 3.40</p> <p><b>Yr 6</b> (Astro) Drop off: 8.30 Pick up: 3.30</p> <ul style="list-style-type: none"> <li>• Daily morning temperature checks for all staff and pupils at the start of the day.</li> <li>• Any child found with a temperature exceeding 37.8C will be sent home after Nurse Freya has been called over to speak to the family.</li> </ul>	<b>Low</b>	Yes
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		<ul style="list-style-type: none"> <li>• 3 members of staff will be at the school gate and will use 2 Thermoscan thermometers and 1 Temporal thermometer with sanitizer wipes.</li> <li>• The Nursery children and parents will go the long way around to access the Nursery playground, signaled by barriers. Parents will leave the same way, practising social distancing as it is a large area.</li> <li>• All other teachers will be waiting in the areas named above.</li> <li>• Parents will leave them at the barriers and leave the playground through the vehicle gates, promptly. (Except Yr 6)</li> <li>• Yr 6 children will be collected from the astro area until they can be encouraged to say goodbye to their parents at the main gates and enter the building via Sue's office and to go straight up to their classrooms following the ONE WAY system</li> <li>• They will need to use the hand sanitizer before they go to their classrooms.</li> </ul>		
Leaving school and dismissals	Pupils, staff and parents	<ul style="list-style-type: none"> <li>• All children have to be prepared with all their belongings including drinking bottles.</li> <li>• No child/carer will be able to re-enter the building after dismissal.</li> <li>• Once classes are in dismissal spots at their allocated times, children with bikes and scooters will be sent to collect them quickly before parents are let in, before returning to dismissal lines.</li> </ul>	<b>low</b>	Yes Dismissal will continue to be reviewed day by day.



<p>One Way System Avoid Bubbles crossing</p>	<p>Pupil Bubbles and staff</p>	<p>A One Way System for <b>entering the building</b> from the playground and <b>exiting the building</b> to go into the playground is in place and the following doors and staircases need to be used:</p> <ul style="list-style-type: none"> <li>❖ <b>Entering the building</b> via the doors by the <b>Art Room</b>. The staircase is for going <b>up</b> the building. (Yr 6 Bubbles will then use the bursary corridor to find the last flight of stairs. Yr 6 Bubbles will take turns on the last flight of stairs and are always led by an adult.)</li> <li>❖ <b>Exiting the building</b> via the doors by the <b>Music Room</b>. The staircase at that end is for going <b>down</b> the building to the lower floors. (Yr 6 Bubbles will take turns on the last flight of stairs and are always led by an adult.</li> <li>❖ All Bubbles will take turns in order not to cross or join.</li> </ul> <p>Signage is in place on the playground doors and on the floors/stairs in the form of arrows to show direction.</p> <p><b><i>All bubbles need to be led by the Form Teacher/TA. No Bubbles are to be sent unaccompanied.</i></b></p> <p>The year 6 Bubbles are at risk of crossing on the last set of stairs on the top floor. It is down to the adult leading the group to assess the situation and to hold their Bubble until the other Bubble is back in class or further down the stairs.</p>	<p><b>Low</b></p>	<p>Yes All staff are to assist with the One Way System.</p>
<p>PE Injury</p>	<p>Pupils</p>	<p>They will adhere to the timetable and will practise social distancing where possible. Non PE staff will take advice from the PE department and assess all situations and lessons before teaching PE.</p>	<p>Low/medi um</p>	<p>yes</p>

		Correct materials for age groups will be used. First Aid and call Nurse Freya.		
PE equipment - transmission	Pupils and staff	PE staff will clean all PE equipment between uses within different year groups. Drills instead of games and matches	<b>Low</b>	Yes
Transmission via laptops	Staff	Any member of staff teaching a lesson in a different classroom than their own will need to bring their own laptop with them and not to use the form room laptop.	<b>Low</b>	Yes
Vulnerable person (including pregnant person)	Staff	There are separate Risk Assessments for each individual.	<b>Low/medium</b>	Yes, see separate RAs
Peripatetic lessons - transmission due to close contact	Pupils and staff	All peri staff MUST wear a mask/face covering during the length of their lessons. All windows must be opened to allow for ventilation. Teachers must keep the doors open whenever possible. Hand washing before and after each lesson for staff and pupils. Any shared apparatus must be cleaned with disinfectant provided by the premises staff. (all refills must be requested from the premises staff by the teaching peripatetic staff when needed) Peri staff must respect the 2m distance as much as possible between themselves and the pupil, as well as other staff and remain side by side when instructing. All face to face contact must be avoided or kept to a strict minimum and should be avoided. (Test and trace for Covid-19 applies)	<b>low</b>	yes
Peripatetic - wind instruments lessons and singing	Pupils and staff	3 sneeze screens have been ordered. All windows must be opened to allow for ventilation. Teachers must keep the doors open whenever possible.	<b>medium</b>	Yes Use sneeze

		<p>Teachers and pupils must not be face to face.  A sneeze screen must be used during lessons All peri staff MUST wear a mask/face covering during the length of their lessons  Hand washing before and after each lesson for staff and pupils.  Any shared apparatus must be cleaned with disinfectant provided by the premises staff. (all refills must be requested from the premises staff by the teaching peripatetic staff when needed)  Peri staff must respect the 2m distance as much as possible between themselves and the pupil, as well as other staff and remain side by side when instructing. All face to face contact must be avoided or kept to a strict minimum. (Test and trace for Covid-19 applies)</p>		screens and follow material and hand sanitization
Playtime supervision Injury	Pupils	<p>Timetabled with TA supervision.  First aid and call Nurse Freya.</p>	<b>low</b>	yes
Lunch time supervision and social distancing	Pupils	<ul style="list-style-type: none"> <li>● Nursery fruit platters will continue to be delivered, Nursery staff will hand out fruit using gloves and children will use green tissues for multiple pieces of fruit.</li> <li>● Lunch is served between 11.45 and 12.50</li> <li>● Children will make their choice of lunch during morning registration a week in advance.</li> <li>● A member of the kitchen staff along with Nurse Freya will go around and collect the lists to hand over to the kitchen.</li> <li>● They will need to wear gloves.</li> <li>● Children and staff will wash their hands before and after eating.</li> <li>● Lunches will be delivered to every class where children and teachers will eat their lunch.</li> <li>● Subject teachers, TAs and all other staff will be able to collect their lunch from the servery.</li> </ul>	<b>low</b>	yes

		<ul style="list-style-type: none"> <li>• Non disposable Cutlery will be collected in boxes and returned to the kitchen, all other items will be disposed of.</li> </ul>		
Decreasing the risk of contracting Covid-19 during playtime	TAs/staff on duty	<ul style="list-style-type: none"> <li>• As a result of the increased amount of time spent outside when staff are on playground duty, there is a decrease in the risks involved in contracting Covid-19, therefore making it safer for staff.</li> <li>• There is consistency throughout the week with the staff supporting different year group bubbles.</li> </ul>	<b>low</b>	yes
Decreasing the risk of contracting Covid-19 during LIBRARY lessons	Pupils and Staff	<p>Anyone who enters the Library must use hand sanitizer before handling any book or pieces of furniture. At the end of the lesson, hand sanitizer must be used again upon exiting.</p>	<b>low</b>	yes
Decreasing the risk of contracting Covid-19 when using the ICT SUITE	Pupils and Staff	<p>Anyone who enters the ICT suite must use hand sanitizer before handling any equipment or pieces of furniture. At the end of the lesson, hand sanitizer must be used again upon exiting.</p>	<b>low</b>	yes
Dedicated transport - School buses and travel to school - transmission of Covid-19	Pupils and staff	As a result of not being able to adhere to class and year group bubbles and social distancing due to the size of the mini buses, Gatehouse is currently unable to offer the bus service to pupils.	<b>medium</b>	Yes, the bus service has been suspended
Brought in food- Cross contamination (for instance birthday cakes)	Pupils and staff	<ul style="list-style-type: none"> <li>• All food brought in from off premises must be from a catering organisation that follows all Health and Safety procedures and have their own Risk Assessment.</li> <li>• All products must be nut free and have a list of ingredients</li> </ul>	<b>low</b>	yes

Breaks and Playtime	Pupils and Staff	<ul style="list-style-type: none"> <li>• Playtime will be staggered and groups will stay in their designated area.</li> <li>• Nursery children to play in their playground and inside the Nursery.</li> </ul>	<b>low</b>	yes
SEND and dysregulated children	Pupils	<ul style="list-style-type: none"> <li>• Keep an eye out for, particularly those who may be worried about their parents who are Front Line Workers.</li> </ul>	<b>low</b>	yes

Review will take place if issues have been flagged up in the evaluation.

Date of Risk Assessment: 16.07.20	Name of document:	4 - RISK ASSESSMENT FOR COVID -19 Full Opening September 2020
Reviewed: 19.08.20	Name of document:	4 - RISK ASSESSMENT FOR COVID -19 Full Opening September 2020
Reviewed:	Name of document:	
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