RISK ASSESSMENT FOR: School activities during COVID 19 outbreak - opening from September 2020	STANBOROUGH SCHOOL
Date of Risk Assessment:	16th July 2020
Revised Headteacher Approval: Mrs M John	**Date:** 2nd October 2020
Revised for January 2021 Lockdown – Headteacher Approval: Mrs M John	**Date:** 5th January 2021
Revised for whole school reopening on 8th March 2021 – Headteacher Approval: Mrs M John	**Date:** 1st March 2021
Revised for summer term starting 12th April 2021 – Headteacher Approval: Mrs M John	**Date:** 12th April 2021

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?
Individual risk factors meaning staff/students more vulnerable to COVID-19	Staff, Students, Visitors Spread of COVID 19	Staff - wider government advice remains to work from home where possible. There are limited school roles where this will be the case, roles which are able to do so effectively will be considered. Any existing individual risk assessments to be reviewed. See COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable. Some individuals under the care of specialist health professionals may need to discuss care at their next planned clinical appointment before returning. Those students unable to attend school because they are following clinical and/or Public Health advice (e.g. a letter from their consultant) will be provided with remote education. Parent must email the letter to the Year leaders. Clear message sent to parents that students should not be sent into school if unwell for both Covid-19 and any other illnesses/symptoms	Clinically extremely vulnerable (CEV) students and staff are able to return to school. Shielding for CEV individuals paused 31st March 2021 From 1st April, CEV staff are able to return to the workplace. Individual risk assessments for CEV staff to be reviewed if they cannot work from home. In the event of an individual following specific clinical advice (eg letter stating they should refrain from attending the workplace), HR team must be contacted	Head

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School occupants coming into contact with those with Coronavirus symptoms	Staff, Students, Visitors Spread of COVID 19	School community clear on symptoms of coronavirus: a high temperature, a new continuous cough or a loss of, or change, in their normal sense of taste or smell. Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection followed. These expectations have been communicated to all. Arrangements in place to ensure symptomatic staff / pupils do not return until isolation period has passed or negative test result confirmed. No symptomatic individuals to present on site. **In the event of a suspected case whilst working on site**: Ensure SLT/Head are notified. Individual goes home immediately (if awaiting collection by their parent, isolate child in a room behind a closed door, or an area at least 2m away from others, and self-isolate. Meeting room in main office being kept available for this purpose – sign on door and removed from booking system - School staff supervising the child while they await collection should wear PPE (a fluid resistant surgical mask, type IIR) if a distance of 2m cannot be maintained - need to line up If direct care (such as for a very young child or a child with complex needs) is required then staff giving care to wear a fluid resistant surgical mask (type IIR), disposable apron and gloves. Clear message to parents that if a student is unwell at school they are to be sent home or collected immediately. Anyone who has had contact with those with symptoms to wash hands thoroughly. All areas occupied and equipment used by the affected person are to be thoroughly cleaned and disinfected (see PHE cleaning advice)	Information communicated and regular reminders PPE in place at student reception – to be regularly checked and more ordered when required Any waste to be disposed of as per government guidance	Head Student Liaison Officer First Aid Staff

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		Students / staff informed via NHS test and trace or the NHS COVID-19 App they have been in close contact with a positive case to self-isolate for **10** days (reduced from 14 days from Monday 14th December). See https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youve-been-in-contact-with-a-person-who-has-coronavirus/ **Testing** Staff / pupils who develop symptoms should be PCR tested. Testing is most sensitive within 3 days of symptoms developing. Guidelines on who can get tested and how to arrange for a test can be found in the COVID-19: getting tested guidance. Tests can be booked online through the NHS website https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/ Direct link is https://self-referral.test-for-coronavirus.service.gov.uk/antigen/name or call 119 if they have no internet access. From 26th August, schools were provided with 10 home testing kits, which can be provided in the **exceptional circumstance** that you believe an individual may have barriers to accessing testing elsewhere. See https://www.gov.uk/government/publications/coronavirus-covid-19-home-test-kits-for-schools-and-fe-providers. Kits are not be given directly to children, only to adults over the age of 18 or a child's parent or carer. **Positive case in school** In the event of a positive case report to HCC via COVID.EYSEducation@hertfordshire.gov.uk HCC Public Health will work through a risk assessment to identify close contacts and assist with action in response to a positive case. Records kept of students and staff in each group. **Asymptomatic testing (LFD testing)** Testing remains voluntary but should be strongly encouraged	Staff and students who are tested for Covid-19 to inform the school of result and date of test. Kits received and advice on how to order more when required From 16th Sept more PCR kits able to be ordered via https://request-testing.test-for-coronavirus.service.gov.uk/ Cases will be logged as per the guidance	Student Liaison Officer & Personnel Officer to log for students/staff respectively Student Liaison Officer Head

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		Secondary schools had access to additional coronavirus (COVID-19) LFD testing from the first week of January. This moved to a home testing model for staff on wider return (2x tests / week) and secondary students after 3 LFD tests on site. Home testing kits provided to students (2x tests / week). See **separate Lateral flow testing risk assessment**		
General Transmission of COVID-19 Ineffective hygiene protocols	Staff, Students, Visitors Spread of COVID 19	Welfare facilities are provided which contain suitable levels of soap and paper towels/hand driers. All persons to wash hands with soap regularly and thoroughly, for at least 20 seconds. Hand washing technique to be adopted as directed by NHS guidance posters in place to reinforce this. Alcohol hand sanitiser used to reduce congestion at toilets/where soap and water is not available. Alcohol hand sanitiser provided at reception, entrance and exit points and should be used by all when entering/leaving. Staff and students to build this into their daily routines e.g. on arrival, when returning from breaks, when using changing rooms, before/after eating. Additional hand sanitiser has been installed in every classroom and staff reminding students. Students to have their own hand sanitiser and towel to use in the external wash stations. Site staff to regularly clean the hand washing facilities and check consumables. Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal. Ensure adequate supplies of soap, hand sanitiser and paper towels/working hand driers. Catch it, kill it, bin it message reinforced and additional posters in place		

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		Tissues are provided in all classrooms. Staff to replenish as needed. Staff/students to use tissues when coughing or sneezing and then place the used tissue in the bin before washing hands. (lidded bins in classrooms/other locations for disposal of tissues and other waste). Students reminded to bring in their own tissues too. All persons are reminded to not touch their eyes, nose or mouth if their hands are not clean. Additional external sinks to assist with the ease to wash hands before and after eating		
General Transmission of COVID-19 Ineffective cleaning	Staff, Students, Visitors Spread of COVID 19	Enhanced cleaning schedule implemented throughout the site during school day, ensuring that frequent contact points in public areas, e.g. door handles, taps, flush handles, toilet door handles, bannister are all cleaned and disinfected regularly. Cleaners in school throughout the day to clean regularly Shared areas and rooms that are used by different groups will require more frequent cleaning/cleaning between groups. All classrooms have cleaning supplies for desks to be cleaned between each class of students Toilets will be cleaned regularly (focus on high contact surfaces). Cleaning contractor cleans after morning arrival at school, after break and after lunch from September Cleaning materials (e.g. disinfectant spray/wipes) available to staff. Manufacturer's instructions for dilution, application, PPE and contact times for all detergents and disinfectants to be followed. Only cleaning products supplied by the school/contract cleaners are to be used. School to hold a copy risk assessment from cleaning contractor for assurance on social distancing measures and their schedule/methods for cleaning the school site. Thorough cleaning of rooms at the end of the day.	Review of risk assessment each time government guidelines change	School Business Manager to review when received

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		In the event of a suspected case/confirmed positive case on site: For disinfection (e.g. following a suspected case) use a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.). See PHE advice https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings When cleaning a contaminated area, cleaning staff to: Wear disposable gloves and apron Wash their hands with soap and water once they remove their gloves and apron Wear a fluid resistant surgical mask (Type IIR) if splashing likely Hands should be washed with soap and water for 20 seconds after all PPE has been removed. PPE to be double-bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished. Any cloths and mop heads used must be disposed of as single use items.	Any changes to advice by Public Health England to be followed	
General Transmission of COVID-19 Minimising contact and Maintenance of social distancing	Staff, Students, Visitors Spread of COVID 19	Continue to use and emphasise social distancing wherever possible Each year group will be a bubble – they will have lessons together and will have their own areas for break and lunch with no mixing with other year groups. All assemblies will be virtual in their bubbles, unless exceptional reasons dictate the need to hold one and these will be kept as short as possible. Year groups will pass in corridors and will follow the one way system - the transmission risk is low – all staff and students to wear masks (unless medically exempt) Forward facing desks in all classrooms and no group work (unless socially distanced)	Ongoing monitoring of movement around school and ability of groups to remain apart.	SLT

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		Where staff move across groups hands to be washed/sanitised before and after and social distancing should be maintained, aim for 2m from other staff and adults as far as is reasonable. All staff to avoid close face to face contact and minimise time spent within 1 metre of anyone. Staggered end to school day Ideally, the teaching space should be 2m from pupils, where this is within 1m then change layout/increase space at the front of the class to attain 1m+ mitigation. Keep space at front of class for SLT to enter and be present whilst maintaining social distancing. All staff to supervise corridor/communal areas during changeover to facilitate. Extra-curricular clubs will be held but separated for year groups so no mixing of bubbles Detentions – each bubble separated so no contact between different bubbles, rooms set out appropriately Masks/face coverings compulsory in corridors and communal areas (except whilst eating) and also when 2m distancing cannot be maintained in classrooms Staff and students that feel more comfortable wearing a face covering even when 2m distancing in class or outside can do so Those wearing face coverings should clean hands before and after touching – including to remove or put them on – and store them in individual, sealable plastic bags between use. See guidance on face coverings in Education	Assess classes for any hearing impaired students and ensure that staff are wearing clear visors rather than a face covering when teaching those students	Curriculum Leaders to monitor

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		The use of face coverings does not replace social distancing, good hand washing and hygiene protocols. Offsite visits - These are conditional on the wider roadmap dates, which are subject to change: No offsite visits to be run until 12th April (for day visits) at the earliest. No domestic residentials until 17th May at the earliest. Off site visits risk assessment to be undertaken, children kept in the same consistent group during the visit. COVID secure measures at destination and ability of group to socially distance from others to be risk assessed. **<u>Music-dance and drama</u>** Social distancing to be observed. This may limit group numbers. Keep background / accompanying music to levels, which do not encourage teachers or other performers to raise their voices unduly. If possible use microphones, avoid sharing these. Clean equipment before / after use and between users / groups. **Singing and wind / brass instruments** Aerosol transmission with volume and numbers of individuals within a confined space is likely to create additional risk. Accumulation of aerosols can also be limited by keeping the actual singing / playing time short. Activity to take place outside where possible. Where using indoor spaces ensure good ventilation through the use of mechanical systems and/or opening windows and doors. Limit group size in relation to the space, use larger rooms with high ceilings for larger groups. If using a shared space (hall etc.) then ventilate the empty room for at least 15 minutes before another group uses the space and clean all touch surfaces before use by another group.	Further DfE guidance to be considered for any changes	Curriculum Leader to monitor

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		Larger groups e.g. more than a single class of 30, would need schools to undertake a specific risk assessment and demonstrate robust controls e.g. larger space, social distancing and good ventilation (min of 10l/s/person for all present). Face to face activity is to be avoided (Pupils positioned back-to-back or side-to-side when playing or singing). Where face to face activity cannot be avoided, ensure 2m physical distancing is kept between staff and pupils (if 2m is not viable further **robust** risk mitigation will be needed- screens, 'moisture guard' covers for mouth blown instruments and good ventilation.) Use microphones. Sing / play quietly to reduce aerosol risk. Position wind and brass players so that the air from their instrument does not blow into another player. No sharing of wind / brass instruments. Additional guidance and supplementary risk assessment on music lessons in school has been produced by Herts Music service. http://www.hertsmusicservice.org.uk/schools-covid-update/ **PE / school sport** PE subject lead / head of PE to review existing risk assessments and schemes of work to include management of COVID-19 risks. Schools must only provide team sports listed on the return to recreational team sport framework. **Pupils to be kept in consistent groups,** sports equipment to be thoroughly cleaned between each use by different groups, and contact sports limited. (The AfPE's position is still that contact between students should be avoided in PE, where some element of contact is permitted this should be limited with social distancing in place for other parts of the lesson). Lessons must be operated in line with that NGB guidance. https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation.	PE - Review existing risk assessments and schemes of work to include management of COVID-19 risks. See advice from Association for Physical Education https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation	

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		https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/return-to-recreational-team-sport-framework Where National Governing Bodies have approved guidance which permits contact (FA etc.) Multiple groups not permitted to use PE / outdoor equipment simultaneously Sharing of equipment during PE is limited. Outdoor sports prioritised where possible, and large indoor spaces used where not, maximising distancing between pupils and natural ventilation. Build in time for handwashing / sanitising before / after lesson. See advice and FAQ's from Association for Physical Education, (Revised 29/9/20) AfPE have also published a model risk assessment for PE. From 29th March 2021, outdoor fixtures against other schools are permissable (in line with restrictions on grassroots sport)		
Access to & exit from site	Staff, Students, Visitors Spread of COVID 19	Additional entrance provided to enable students to use three separate doors and ensure small numbers accessing at one time – site door, front science door and rear science door. Fencing has been put in place to make 3rd entrance safe Staff to supervise site access points to facilitate social distancing Parents advised that if picking up their children, not to gather at the school gates and also to ensure that they do not arrive early at school as no access to the building. Students not allowed to come into school early to ensure no mixing in corridors or other areas and must go directly to their tutor room when they come into school – staff will be present in corridors to remind students of this. Tutors to check how students are feeling at morning registration Students that must arrive earlier then 8.20am allowed to go to their bubble's lunch area until 8.20am, supervised by SLT		SLT to allow early access

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		On arrival, all staff and students to wash hands using nearest available toilet or use the sanitiser provided at their point of entry. If wearing face coverings whilst travelling to school, this must be removed before coming into the building. If disposable, to be placed in the bin and if reusable to be securely placed in a plastic bag and put in to their school bag on arrival students should change to a different face covering and not the one they have travelled to school in. Staggered times for year groups at the end of the day to reduce the number of students leaving through doors at the same time **Visitors** Only essential visitors will be allowed on site All visitors/building users will be made aware of school's expectations. Details are in the safeguarding leaflet and the person they are visiting must also ensure their understanding. They must follow social distancing, hand washing/use of sanitiser on entry and wear a mask and adhere to any restrictions on accessing parts of the building stipulated by the school. Where possible, visitors should only attend site outside of school hours if it is essential for them to attend site Parents must only come on to the premises by appointment or in the event of an emergency A record must be kept of all visitors to aid track and trace. Visitor mobile numbers to be recorded on the system. Signage in reception regarding good hygiene.		
Contact points Equipment use printers,	Staff, Students, Visitors	Parents to ensure students have their own water bottles in school, these can be refilled at break and lunch	Secondary **science** and **DT** to also consider CLEAPPS advice (GL343 &	Head of Science and Head of ADT

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workstations, apparatus, machinery etc.	Spread of COVID 19	Regularly clean and disinfect common contact surfaces in reception, office, access control etc. (screens, telephone handsets, desks). Staff and students have their own basic equipment (pens, pencils etc.) to avoid sharing. Activities and resources Classroom resources which are shared within groups (bubbles) are cleaned regularly; Minimise all unnecessary sharing of resources, taking books home etc. Resources shared across groups must be cleaned before/after use e.g. library books, chrome books, laptops, I pads, PE equipment etc. or 'quarantined' (for 48 hrs, 72 hours for plastic) before being used by another group. Where equipment is quarantined ensure this is clearly labelled with day used / next day available for use. Build cleaning into end and start of lesson activity routines. Anti-bacterial sprays/wipes are available in all classrooms and teacher to encourage students wipe down after use	GL 344) for suggested considerations in undertaking practical work. Only required science practicals for year 11 and year 12/13 are taking place until further notice. The guidelines we are following are found here: http://science.cleapss.org.uk/Resource/GL343-Guide-to-doing-practical-work-during-the-COVID-19-Pandemic-Science.pdf Letter sent to parents reminding them of the importance of having their own equipment	
Proximity of students/staff	Staff, Students, Visitors Spread of COVID 19	Staff are to maintain a safe distance between each other (2 metres wherever possible) Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units. (where mechanical ventilation is present adjust these to full fresh air where possible) Staff to follow social distancing guidance in offices/staff rooms/close working in rooms etc i.e. 2m wherever possible. Where staff need to move between classes and year groups, they should try to keep their distance from students and other staff as much as they can, ideally 2 metres from other adults. Minimal staff to enter main school office – non confidential pigeon holes have been moved to staff room and school radios moved to faculty offices		

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		Meetings/ 1-2-1/training Limit face to face meetings to those which are essential and cannot be delivered in any other way. Ensure these are conducted in large enough areas to maintain social distancing; or via electronic means (Microsoft Teams etc.) Virtual Parent-Teacher Interviews being conducted remotely Year 8 students not to continue with Office Duty rota so that they are not walking around school and having access to other year groups and visitors Students not to leave their classrooms other than at break and lunch – new email system set up for teachers to send messages instead of students Staff rooms Maximum occupancy has been established as 15 to ensure social distancing, chairs taped to ensure safe distancing, staff to stagger use to enable distancing. Hall set for staff use too at morning break time Stairs/corridors Teaching staff rarely need to change classrooms but students need to move for their lessons (passing briefly in circulation spaces is a low risk) and must ensure they follow the one-way system. (Lessons from C9 & C10 to be dismissed a few minutes earlier because of small corridor). Teachers will be ready for students to come straight into their classroom for the majority of lessons (other than when the teacher is also having to move room) to minimise queueing in corridors. Staff that are not teaching will be on duty in corridors for every lesson change over as well as break and lunch – staff to wear high viz jackets and to keep a distance from students passing Teaching Assistants Due to moving every lesson, will come out before the end of the lesson to get to their next classroom		

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		Changing rooms Additional offsite changing rooms to be used for changing due to double lessons taking place offsite. Morning Break and Lunchtime Each year group has its own area and cannot use any others Increased supervision to aid enforcement of social distancing as far as is reasonable. One way system has been reviewed and tweaked		
Canteen use/lunchtimes	Staff, Students, Visitors Spread of COVID 19	Each year group to have their own indoor and outdoor area for break and lunch times – no mixing of year groups All students and staff to bring their own packed lunch. Lunches will be provided for FSM students, which they can collect from their Year Leader's Office at breaktime. Reinforce handwashing prior to eating food. X4 new outdoor sinks have been installed for hand washing Hand washing stations/anti-bacterial gel is available where people eat and should be used by all when entering and leaving the area. Drinking water is provided with enhanced cleaning measures of the tap mechanism introduced. Additional water taps have been installed All rubbish and waste should be put straight in the bin by the user and not left for someone else to clear up. All areas used for eating thoroughly cleaned at the end of break and lunch	Catering service to restart after Easter holidays with allocated times for year groups to access to ensure no mixing of bubbles. Separate information available detailing who can access and when Food will be collected from the catering team and taken back to their year zone to eat Risks from fingerprint contact payment considered low if handwashing/sanitising is enforced	

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Transport/Travel off site	Staff, Students, Visitors Spread of COVID 19	Walking/cycling to school is encouraged. Public transport All persons to limit their use of public transport and if this is not possible individuals should follow government advice on the wearing of face coverings. (mandatory from 15th June) and ensure social distancing Guidance on how to wear and make a cloth face covering Where business travel via car is required use private single occupancy where possible. Minibus use Used by those within same school year group, reduce numbers on board to aid distancing. Vehicles to be cleaned after each use (sanitiser/disinfectant wipes available on the vehicle) including contact points such as handles, keys, display and controls etc. Use hand sanitizer on entering/leaving vehicle. Switch ventilation systems on and set to draw fresh air in, not recirculate air to improve ventilation. Windows to be open for ventilation (open partially if cold) Staff to wear disposable gloves when refuelling.	Clear guidelines being communicated to consortium students travelling between sites. Full prevention measures in place on these buses	
Contractors	Staff, Students, Visitors Spread of COVID 19	All contractors will read and comply with signs in reception regarding good hygiene. Staff and contractors are to maintain a safe distance between themselves and others (2 metres where practical). All contractors are to wash their hands or use alcohol-based hand sanitiser upon entering the site. Where works can be conducted outside of the school day, they will be. Site inductions are to be carried out following social distancing principles. All essential / statutory maintenance deemed necessary to the safe running of the school was continued during periods of national lockdown.	School will seek confirmation of the contractors' method statement/risk assessment.	
Provision of first aid	Staff,	Wash hands before/after treatment.		

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	Students, Visitors Spread of COVID 19	It is accepted that social distancing cannot be maintained during the delivery of first aid, but physical contact should be kept to a minimum and first aid should only be administered in a serious situation e.g. students apply cold pack, wipe, plaster where able to do so. Parent will need to attend school if student cannot treat themselves. Those administering first aid should wear PPE appropriate to the circumstances. Where the injury was significant and thus required close care for an extended period then PPE should be worn. First aiders to be aware of advice on CPR from The Resuscitation Council https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-community/ Only one person can be treated in the first aid room at a time. Separate waiting area if Covid 19 symptoms and awaiting collection.		
Provision of personal care	Staff, Students, Visitors Spread of COVID 19	Additional PPE in place if required for life threatening first aid treatment (e.g. disposable apron, gloves, fluid resistant surgical mask and if there is a risk of splashing to the eyes, coughing, spitting, vomiting then eye protection should be worn.) Face visors or shields should not be worn as an alternative to face coverings. Any reusable PPE such as face visors must be cleaned after use. Where a child falls ill with Coronavirus symptoms whilst on site (new continuous cough, high temperature cough or a loss of, or change, in your normal sense of taste or smell.) then school staff supervising the child while they await collection should wear PPE (a fluid resistant surgical mask) if a distance of 2m cannot be maintained.		
Emergency procedures (Fire alarm activations etc)	Staff, Students, Visitors Spread of COVID 19	Emergency evacuations are to take place following social distancing principles as far as is reasonably practicable (this will be impacted during evacuation, but will be for short period). Groups/bubbles will be maintained at assembly points as will be lined up in year groups.	Increased supervision and reiteration of messages to students	

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Deliveries & Waste collection.	Staff, Students, Visitors Spread of COVID 19	Delivery staff to leave items in a safe place without contact with staff. School staff cannot take in any forgotten items for students such as kit, books, and lunches. Only medication can be handed in at reception. Hands are to be thoroughly washed after handling all deliveries or waste materials. Waste collections made when the minimum number of persons are on site (i.e. before/after normal opening hours). No items to be brought into school by parents with the exception of medication		
Premises safety	Staff, Students, Visitors Spread of COVID 19	Ensuring all 'normal' tasks/compliance checks are being carried out/planned such as fire alarm testing, legionella controls, servicing of equipment, PAT testing etc. Ensuring all key services are operational and following all normal practices Ensure key fire doors are not being compromised / wedged open (those protected stairwells, cross corridor, on single directional routes etc.)		
Lack of awareness of PHE/school controls	Staff, Students, Visitors Spread of COVID 19	All staff consulted on plans and risk assessment. Clear briefing for all personnel on site, warning them of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance. Safeguarding leaflet for visitors and contractors has been updated with regard to safety measures	Posters will be displayed in the reception, welfare areas and in suitable places around site. Volunteers, peripatetic, temporary/supply staff and other providers are to be briefed on school's arrangements for managing and minimising risk, including need to maintain distance (2m where possible) from other staff and pupils.	
Staffing Levels	Staff, Students Spread of COVID 19	Dynamic decisions on staffing levels made dependent on numbers / needs of pupils present in school. Reviewed to ensure adequate number of staff in attendance to maintain an appropriate ratio with pupils and ensure key competencies (first aid etc maintained)	Local operational decisions on partial closure / closure to be made in event of insufficient available staff to supervise pupils. With a move to remote learning in such circumstances for those pupils affected.	

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	Wider safeguarding /safety risks	Options such as supply staff, splitting classes, SLT cover, partial closure may be required in event of staff shortages.		
External Hirings	Staff, Students, Visitors Spread of COVID 19	Hiring and lettings risk assessments on delivery are required from providers, we will suspend if controls are not as robust as ours and/or social distancing (2m) cannot be maintained. Review hirers activity against existing Government restrictions. Lettings are currently not taking place	Full lettings risk assessment to be carried out and monitored to ensure no risk to students and staff or to the lettings coming on site Each organisation to be assessed separately Lettings ceased November 2020 and not to be reinstated until it is considered safe to do so. New full risk assessments will be conducted at that time	School Business Manager

Relevant links
Guidance for educational settings
https://www.gov.uk/government/collections/guidance-for-schools-coronavirus-covid-19

Guidance for full opening from Sept 2020
https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools

Guidance for return in Jan 2021 https://www.gov.uk/government/publications/schools-and-childcare-settings-return-in-january-2021/schools-and-childcare-settings-return-in-january-2021

Restricting attendance during the national lockdown: schools https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak

Schools Coronavirus (COVID-19) Operational guidance applies from March 8th
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964351/Schools_coronavirus_operational_guidance.pdf

Contingency Framework https://www.gov.uk/government/publications/coronavirus-covid-19-contingency-framework-for-education-and-childcare-settings

Protective measures for holiday and after-school clubs https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak#consider-group

Face coverings in Education https://www.gov.uk/government/publications/face-coverings-in-education

New National Restrictions to control the spread of coronavirus (COVID-19) impact education, childcare and children's social care settings

https://www.gov.uk/guidance/education-and-childcare-settings-new-national-restrictions-from-5-november-2020

New national restrictions from Nov 5th https://www.gov.uk/guidance/new-national-restrictions-from-5-november

Cleaning of non-healthcare settings https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings

Managing premises https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak#other-points-to-consider

Guidance on infection prevention and control for COVID-19 https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control

First aid guidance https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov

https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/

CPR on adults https://www.sja.org.uk/get-advice/first-aid-advice/unresponsive-casualty/how-to-do-cpr-on-an-adult/

Theraputic use of Hydrotherapy pools ATACP https://atacp.csp.org.uk/documents/atacp-recommendations-safe-aquatic-physiotherapy-practice-relation-covid-19-pandemic-0

Stay at home guidance
https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance

Cleaning after a positive / symptomatic case on site https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings

Test and trace https://www.gov.uk/guidance/maintaining-records-of-staff-customers-and-visitors-to-support-nhs-test-and-trace

Face coverings https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own

Return to Recreational team sport framework https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/return-to-recreational-team-sport-framework

Guidance on shielding and protecting people who are extremely vulnerable from COVID-19 https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19#Clinically