

Covid-19 RE-OPENING RISK ASSESSMENT 6th January 2021 v8

Woodside Academy

The below risk assessment was formulated based on Government guidance for educational establishments and offices. A cross-functional team from the LSEEG including staff and union representation, agreed a group risk assessment approach. This risk assessment was adapted by the local leadership team in consultation with staff and has been informed by the local authority's risk assessment advice.

The overarching focus of the below risk assessment is concern for the Health and safety of Staff, students and the wider community

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need	Who needs to	When is the	Done
Covid-19	All staff, students and visitors through general exposure to Covid-19 virus DURING PERIODS OF NATIONAL RESTRICTION (LOCKDOWN) Risk of exposure to children, families and staff when fully open Increased risk to children with a disability Increased risk to children with a disability and due to space available and numbers required on site may necessitate partial closure due to lack of environmental and staff capacity.	All controls listed below apply to onsite operations during national restrictions (lockdown) however the below controls in this section override any controls where there is conflict. Only learners identified by the government as being permitted to be educated onsite may attend (this includes SEND, EHCP, otherwise vulnerable learners, those with digital poverty and children of key workers). Only staff supporting those learners (such as teachers or IT) A senior manager/duty manager will be present at all times All unused areas will be closed and out of bounds (subject to All social distancing will be at 2m due to mixed bubbles (excluding care and equivalent roles) All control measures in place as validated by HSE Covid Spotcheck inspection 9.12.2020. Inform all of increased risk to exposure if school fully open at time of lockdown Limit maximum number of individuals in one space Ensure limited numbers to reduce risk of transmission	Learners identified and booked in Ongoing assessment of staff capacity for on site learning. May need to implement rota for all children across the whole school.	SLT	ongoing	
Covid-19	All staff, students and visitors through general exposure to Covid-19 virus DURING AS PART OF ONSITE RAPID TESTING	A separate risk assessment exists for onsite rapid testing that must be read in conjunction with this risk assessment	None			
Covid-19	Clinically Extremely Vulnerable students through general exposure to Covid-19 virus	Risk Assessments in place for all vulnerable pupils and all pupils with EHCP plans. Only the most vulnerable remain at home.				
Covid-19	Clinically Vulnerable students through general exposure to Covid-19 virus	All pupils have EHCP plans and also have positive behaviour support and wellbeing plans which are under regular review.				
Covid-19	All staff, pupils and visitors through general exposure to Covid-19 virus					

		<p>Staff have received training specific to Covid19 via the iHASCO e-learning platform.</p> <p>Minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges</p> <p>School to have handwashing/sanitising as a condition of entry, site entry to be limited to controlled entry points for students and staff entry. Hand sanitiser also at exit.</p> <p>Adequate handwashing locations around site with hot and cold running water and liquid soap</p> <p>Posters and internal messaging around good hygiene specifically in relation to Covid-19</p> <p>Start times, break times and end of day staggered to reduce congestion</p> <p>Enhanced cleaning regime focusing on higher contact areas such as handrails.</p> <p>Educational trips and visits are cancelled</p> <p>Emergency contact details for staff and pupils are up to date</p> <p>In preference classrooms with natural ventilation will be used and windows left open.</p> <p>Mechanical ventilation checked and confirmed as conforming to current CIBSE guidance</p> <p>Cohorts of pupils will use the same space, if a new cohort uses the space the curriculum plan will reflect time in-between for cleaning.</p> <p>Prompts for safe distancing are located externally and internally.</p> <p>Visitor facing areas have splash screens or barriers providing safe distancing between staff and public.</p> <p>Food service areas have distance barriers.</p> <p>Contractor activity reduced to a minimum and scheduled outside of core hours where possible. Contractors work under a permit to work or safe system of work that included infection control.</p> <p>No additional individuals or animals (e.g. children, partners, pets) to be brought onto campus with the exception of assistance and therapy animals. If staff receive a lift to work then the person giving the lift may enter the carpark but not the building.</p> <p>Unnecessary clutter, displays and leaflets have been removed to enhance cleaning efficiency.</p> <p>Additional training, information and communication issued to staff and pupils regarding infection control</p> <p>Behavioural policy has been amended to ensure safety of all.</p>	<p>Due to pupil SEND needs use of face coverings will be minimised to allow adequate communication and reduce anxiety. Government guidance will still be followed. Communal areas will operate as 'airlocks' and be limited to one bubble at a time. Others requiring use of communal spaces will give way to pupil bubbles until the area is vacated. Staff and student communication to occur.</p> <p>All staff to wear face covering in communal areas unless either exempt or risk assessed as having adverse impact on pupils</p> <p>Pupils year 7 and above to be strongly encouraged to wear face coverings unless exempt.</p> <p>Consult with staff regarding proposed enhanced social distancing in communal areas.</p>	<p>SLT</p> <p>SLT</p> <p>SLT</p> <p>SLT</p>	<p>07/12/2020</p> <p>07/12/2020</p> <p>07/12/2020</p> <p>07/12/2020</p>	
Covid-19	All staff, pupils and visitors through exposure to Covid-19 virus via suspected cases				0	
		Anyone feeling unwell is required to stay home	No further action			
		Anyone taken unwell on site with suspect Covid-19 will be required to leave or if not immediately possible will be escorted to the isolation room, they will remain 2m away from anyone else, if possible. Any support staff required will wear PPE if 2m cannot be maintained (fluid resistant mask, gloves, apron and if appropriate eye protection)				

Covid-19	All staff through exposure to Covid-19 virus in office areas in addition to the general environment	Workstations not to be shared, no hot desking 2m separation between all used workstations If 2m separation between all used workstations cannot be achieved then screens may be utilised, the intent is this is avoided in all but an absolute minimum of locations. Shared facilities (e.g. kettles) to be cleaned by user before use or removed if not practicable. School will provide cleaning materials for school property, personal supplied property must be cleaned with staff supplied cleaning products. Meetings should be online by default. If meetings have to occur in person 2m distancing applies.				
Covid-19	Staff through exposure to Covid-19 virus when providing care services to pupils	Pupils whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way Individual pupil needs will be assessed and it will be decided through individual risk assessment if pupil hygiene needs can be managed safely in school Whilst the government guidance indicates no additional PPE requirements due to the nature of the some support roles in provisions such as SEND (keeping pupils safe, close supervision and first aid) additional PPE will be made available (gloves, face mask, apron and glasses)				
Covid-19	First aiders through exposure to Covid-19 in role specific duties	Whilst the government guidance indicates no additional PPE requirements additional PPE will be made available for when dealing with medical emergencies (gloves, face mask, apron, glasses resuscitation aid) First aiders will be informed of the advice by St. John's ambulance service: be aware of the risks to yourself and others, keep yourself safe, give early treatment, keep yourself informed and updated, remember your own needs. Handwashing after each first aid call Staff rota will be reviewed to ensure adequate first aid presence				
Staff Wellbeing	Staff	Self-care and wellbeing flagged in daily brief and in meetings/briefings. Staff signposted to Education Support helpline. Staff reminded to alert SLT to any issues affecting mental and physical health. After school meeting cycle minimised.	Conduct staff wellbeing survey(postponed)	SLT	08 01 2021	
Fire	All staff, pupils and visitors through fire risk due to changes in building layout and operation due to Covid-19	Fire risk assessments reviewed in line of the above changes Social distancing does not apply in case of emergency (e.g. fire evacuation)				

Lone working	All staff, students and visitors through lone working due to changes in building layout and operation due to Covid-19					
		A dynamic review will be led by the Head of School if staff numbers affect operational capacity for safe working.				