

RISK ASSESSMENT TOOL FOR THE FULL OPENING OF SCHOOLS IN SEPTEMBER 2020

This risk assessment tool accompanies the revised version of the WS Framework for Re-opening Schools from September 2020, and provides some key steps which must be factored into the planning of the full opening of schools from 1st September 2020. It is expected that all steps will be completed prior to schools opening and will be amended as appropriate in the context of any future changes to DfE, government, and/or Public Health England (PHE) guidance

Caveat: This document is version 2, produced on 14th July 2020. It is being kept under review as updated guidance is published by the Government.

The DfE latest documents and guidance webpage is being updated regularly

Risk assessment tabs:

- [1. School Building Assessment](#) - Schools which have remained closed or only partially open since the lockdown on 23rd March 2020 must complete this.
- [2. Staffing](#) - An individual staff member needs assessment must be completed for all staff members and volunteers - a separate tab should be used for each.
- [3. Health and Safety](#) - To be completed by all schools
- [4. Curriculum](#)
- [5. Wellbeing](#)
- [6. Safeguarding](#)
- [7. Policies](#)
- [7. Finance](#)
- [8. Governance](#)

Schools should complete the relevant parts of the risk assessment.

Schools need to think about the COVID-19 hazard within the context of their own school premises and how they are used by their own staff and pupils. It is not advised that you copy this spreadsheet and simply insert your school name to it, as that would not satisfy the law - and would not protect your staff and pupils. Every school is different and so you will need to

Useful Government guidance: -

The following Government guidance document has been used as the source for this risk assessment. Schools should refer to this document to complete their risk assessment: -

[Guidance for full opening: schools: Published 2 July 2020](#)

The system of controls that, when implemented, creates an inherently safer system, where the risk of transmission of infection is substantially reduced. These include: -

- 1) Minimising 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.
- 2) Cleaning hands thoroughly more often than usual.
- 3) Ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
- 4) Introducing enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.
- 5) Minimising contact between individuals and maintaining social distancing wherever possible.
- 6) Where necessary, wearing appropriate personal protective equipment (PPE).

Health and Safety information and guidance can be found on WSSfS. Cut and paste this link to your browser to access the system. <http://schools.westsussex.gov.uk/P1007> , you will be asked to log in, then you will be taken to the Health and Safety A-Z.

**Full
opening
of the
school
from 8th
March
2021**

All
schools
which
have
remained
closed or
only
partially
open
since the
lockdown
on 5th
January
2021
must
complete
this.
Then
complete
the
assessment
in the

<p>Persons at risk</p>	<p>Nothing has changed since the last risk assessment so this section is not required</p> <ul style="list-style-type: none"> Maintenance/check (etc) have continued as normal. Checks (by AL, DE WC & HT) following summer contract 			
<p>Hazard - What can cause harm</p>	<p>Is this risk applicable? Yes / Not Applicable</p>	<p>Required control measures</p>	<p>Control measures in place? Yes / No</p>	<p>Comments</p>
<p>Asbestos – Asbestos elements in unsafe condition - People exposed to fibres (pre-2000 buildings)</p>		<p>Check asbestos elements in relevant buildings to ensure that they have not deteriorated or been damaged during the vacancy.</p>		

<p>Fire – Fire detection / alarm systems not working – People not warned of fire</p>		<p>Fire detection / alarm systems to be checked for correct operation (may involve informing or consulting with external providers / alarm receiving centres). Checks should include detector / alarm heads, manual alarm activation points and alarm sounders / beacons.</p>		
<p>Fire – Not enough portable fire extinguishers or not in place – People unable to fight minor fire</p>		<p>Check all portable firefighting appliances are in place as designed.</p>		
<p>Fire – Fixed firefighting installations faulty or decommissioned – Fire not suppressed automatically</p>		<p>Check any installed, fixed firefighting systems are available, as designed.</p>		
<p>Fire – Fire doors faulty – Fire not contained</p>		<p>All fire doors must be checked as operating correctly, as designed, including hold-back devices.</p>		
<p>Fire – Fire safety signage missing – People not given fire safety information</p>		<p>Check all necessary fire safety signage is in place, as designed.</p>		
<p>Fire – Emergency escape appliances missing – Affected people unable to exit upper stories</p>		<p>Check all emergency escape appliances (e.g. evacuation chairs) are in place as designed.</p>		

<p>Fire – Emergency escape routes are blocked – People unable to exit building safely</p>		<p>Check all emergency escape routes are clear and lead to a safe place away from buildings.</p>		
<p>Fire – Muster points no longer available – People unable to muster after emergency exit</p>		<p>Check all school emergency muster points are still accessible / available.</p>		
<p>Fire – Flammable materials kept in an unsafe condition – Increased fire risk</p>		<p>Check all flammable and combustible materials, e.g. flammable gases / liquids etc, are stored in a safe condition (i.e. secure stowage, in sealed containers, correctly labelled.</p>		
<p>Fire – External waste bins incorrectly stored – Available to arsonists</p>		<p>Check external waste bins are stored in secure storages, away from buildings.</p>		
<p>Electricity – No supply to premises – Fire alarms, lighting etc inoperative</p>		<p>Check electricity supply is connected to the school. Check fixed wiring checks have been completed according to maintenance schedules.</p>		
<p>Electricity – Lighting not working – People unable to see to work or circulate safely</p>		<p>Check all lighting, both within buildings and externally, is working as designed. Includes all internal and exterior emergency lighting.</p>		

<p>Electricity – Ventilation not working – Air quality is poor within buildings</p>		<p>Check all powered ventilation systems and installations are working as designed. Includes extractor fans set into windows and ceilings (e.g. in WCs). See also HSE guidance.</p>		
<p>Electricity – Electrical equipment unsafe – Electrical shocks / burns and fire</p>		<p>Staff to conduct user-checks on all items of electrical equipment used in buildings. Re-establish Portable Appliance Testing and inspection routines. Some equipment (e.g. printers) may require servicing.</p>		
<p>Electricity - Alarm systems - Intruder / panic / accessible toilet alarms not working</p>		<p>Alarm systems to be checked for correct operation (may involve informing or consulting with external providers / alarm receiving centres). Checks should include detector / sensors, manual alarm activation points and alarm sounders / beacons.</p>		
<p>Gas safety – Gas supply disconnected – Unable to heat the building etc</p>		<p>Check gas supply is safely connected, especially that which is needed for heating the school or cooking (where applicable).</p>		

<p>Gas safety – Gas appliance annual check has lapsed during vacancy – Gas appliance is unsafe</p>		<p>Check all gas appliances are in-date for annual statutory service / examination / inspection.</p>		
<p>Water supply and drains – Water supply not connected – Toilets unable to be flushed, sinks and showers not available for washing, sprinkler systems unavailable</p>		<p>Check hot and cold water systems (and drainage systems if applicable) are connected and available, especially if the school has a sprinkler system.</p>		
<p>Water supply – Legionella bacteria – People at risk of infection</p>		<p>Check all water systems (testing / maintenance) according to school's legionella risk assessment, especially aerosol-generating systems (e.g. showers) where aerosol-free flushing will be required prior to use. Consider pasteurising and flushing hot water systems.</p>		
<p>Lifting equipment – Equipment statutory examination and servicing has expired – Equipment is unsafe to use</p>		<p>Check all lifting equipment (e.g. hoists, changing tables etc) are in-date for service / examination / inspection if their statutory examination / maintenance date has expired during the vacancy.</p>		
<p>Lifting equipment – Equipment not functioning correctly</p>		<p>Check all lifting equipment to ensure that it is functioning as designed.</p>		

<p>Passenger, goods and wheelchair lifts - Lift statutory examination and servicing has expired - Lift is unsafe to use</p>		<p>Check all lifts are in-date for service / examination / inspection if their statutory examination / maintenance date has expired during the vacancy.</p>		
<p>Passenger, goods and wheelchair lifts - Lift not functioning correctly</p>		<p>Check all lifts to ensure that they are functioning as designed, including lift failure devices and procedures.</p>		
<p>Workplace - Classrooms, offices, corridors, stairs etc, unclean and defective</p>		<p>Check all classrooms, offices, corridors, stairs etc, are clean and free from defects. Thoroughly clean all touchable surfaces.</p>		
<p>Workplace - Doors, windows and skylights etc are defective and affecting circulation and ventilation</p>		<p>Check all doors (inc. manual, powered, revolving, roller shutter etc), windows and skylights etc, to ensure that they open and close as designed and are free from defects.</p>		
<p>Workplace - WCs and washing facilities are unclean - people unable to practise personal hygiene</p>		<p>Check all WCs and washing facilities are clean, free from defects and stocked with relevant essential items (e.g. toilet rolls, soap, towels etc).</p>		

<p>Workplace - Classrooms, offices, corridors, stairs, toilets etc, unclean and unclean surfaces</p>		<p>Check all classrooms, offices, corridors, stairs, toilets etc, are clean. Thoroughly clean all touchable surfaces. If there has been cases of COVID 19 on the premises during lockdown, a deep clean should be undertaken in the affected area.</p>		
<p>First Aid - 1st aid kits missing or poorly stocked – People not having access to 1st aid</p>		<p>Check all 1st aid kits are in place as designed and the kits are fully stocked.</p>		
<p>First Aid – 1st aid signage missing – People not given 1st aid information</p>		<p>Check all necessary 1st aid signage is in place, as designed.</p>		
<p>'Sharps' - Broken glass, discarded needles etc left in the premises grounds – pupils at risk of cuts etc</p>		<p>Check the grounds for any 'sharps' that may have been left by vandals etc.</p>		
<p>Gates – Not operating correctly – People unable to circulate</p>		<p>Check all gates (manual and powered) to ensure that they open and close as they are designed to do. Includes pedestrian gates and vehicle gates.</p>		
<p>Rodent / pest infestations – Infestations have occurred during vacancy - Health hazard to pupils and staff</p>		<p>Inspect premises for any signs of infestation (e.g. rodents, insects). Local Authority Pest Control may be able to advise.</p>		

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Staff member	This section to be filled in as and when required, individually		
Job Role			
Person comp	Member of SLT...AL for teachers and Tas; WC/AL for premises and admin staff, if required		
Date of assessment			
Any Known Chronic (i.e. long-term) health conditions			
Head teacher's decision - Can this staff member return to the workplace?		Reason(s)?	

	Is this a risk? Yes / No If a red box appears go to next column	If a red box appears in the previous column implement these required control measures	Additional control measures - Line manager may add further control measures if they consider it appropriate to further reduce the risk	Action owner	Date implemented	Is this still a risk? Yes / No If a red box appears go back to columns C and D
Is the staff member showing symptoms of COVID-19?		Staff member must self-isolate for at least 7 days and should arrange to have a test to see if they have COVID-19.	Note: Additional control measures unlikely to be required, unless staff member has other members of their family in the school	AL/WC		
Does staff member live with someone showing symptoms of COVID-19?		Staff member must stay / work at home for minimum 10 days from when the symptomatic person first had symptoms..	Note:	AL/WC		

<p><u>Is the staff member in the 'clinically extremely vulnerable' category?</u></p>		<p>Individual risk assessments are required to support staff returning to COVID-secure workplace, or working from home if this is agreed. They must be especially careful and be diligent about social distancing and hand hygiene by washing their hands regularly, avoiding touching their face and keeping 2m away from people outside of their household or bubble wherever possible and in any case at least 1m with protective measures in place (e.g.</p>	<p>Note: Existing control measures eg one way systems, alternative staff areas to be maintained</p>	<p>AL/WC</p>		
<p><u>Is the staff member in the 'clinically vulnerable' category?</u></p>		<p>Individual risk assessments are required to support staff returning to COVID-secure workplace, or working from home if this is agreed. However they must be especially careful and be diligent about social distancing and hand hygiene.</p>	<p>Note:</p>	<p>AL/WC</p>		

<p>Does the employee have any of the following protected or personal characteristics not covered by the previous questions and which increase the risk of poorer COVID-19 outcomes: Black or Asian ethnicity Dementia?</p>		<p>Individual risk assessments are required to support staff returning to COVID-secure workplace, or working from home if this is agreed. However they must be especially careful and be diligent about social distancing and hand hygiene.</p>	<p>Note:</p>	<p>AL/WC</p>		
<p>Is the staff member able to travel to work safely?</p>		<p>Line manager and staff member must either explore options to stay safe during commute to work . Options for travelling to work control measures can be found in Govt. guidance.</p>	<p>Note: Staff discouraged from lift sharin. Arrangements in place to dispose of disposal face coverings</p>	<p>AL/WC</p>		
<p>Will the staff member require an induction or re-induction to the school (especially if school routines have changed)?</p>		<p>Line manager must arrange a re-orientation / re- induction to the school for the staff member.</p>	<p>Note:</p>	<p>AL/WC</p>		

<p>Does the staff member require a Personal Emergency Evacuation Plan (PEEP)? that details the escape plan for a staff member who may have difficulties being able to quickly reach a place of safety unaided in the event of an emergency</p>		<p>Line manager should review existing PEEP's / complete a PEEP with the staff member to consider the options. Refer to guidance on fire risk management for further information on completing a PEEP (if you have access to WSSfS - H&S pages).</p>	<p>Note:</p>	<p>AL/WC</p>		
<p>Does the staff member have any genuine concerns about coming back into the workplace?</p>		<p>Line manager must discuss staff member's concerns and options and, if necessary, consult with head teacher on possible alternatives for remote working for that staff member.</p>	<p>Note: Phone call may be more appropriate to discuss</p>	<p>AL/WC</p>		

<p>If the staff member is to work at home will they be properly supported?</p>		<p>Line managers must check-in with home working staff regularly to enquire about their wellbeing. Staff members must follow the guidance on Home Working, Lone Working and Display Screen Equipment (on WSSfS - H&S pages). 24 hour confidential support for managers and staff is available using the WSCC Employee Assistance Programme (EAP).</p>	<p>Note: At least a weekly check in by AL/WC</p>	<p>AL/WC</p>		
<p>Does the line manager have concerns about the staff member's mental health?</p>		<p>Line manager and staff member should undertake a stress risk assessment. Refer to guidance on stress management on WSSfS - H&S pages.</p>	<p>Note: HW is the mental health lead and provide or signpost support</p>	<p>AL/WC</p>		
<p>Will staff member have to work with another employer's staff?</p>		<p>Line manager must consult with other employer to ensure that their infection control measures are either equal to or better than the school's infection control measures.</p>	<p>Note:</p>	<p>AL/WC</p>		

Actions to be taken which apply to all schools planning for reopening from 8th March 2021.

Persons at risk	All		
Hazard - What can cause harm	Required control measures	List actual control measures implemented	All control measures complete? Yes / No
Fire – Insufficient fire marshals – unable to ensure building has been cleared in an emergency	Ensure there are sufficient fire marshals to operate the school safely.	The school has sufficient number of trained fire marshals	Yes
Fire – Staff and pupils not knowing what to do in an emergency	Conduct a fire drill soon after re-occupation.	AL/WC to organise	NO
First Aid - Insufficient number of 1 st aiders - Unable to provide 1 st aid to staff	Check the school has sufficient number of 1 st aid trained staff to operate safely.	The school has sufficient first aiders	Yes
School building assessment - Where applicable, has the school completed an assessment of the premises fabric, layout, mechanical / electrical systems and other features?	Refer to 'School building assessment' tab.	Building RA already completed	Yes

Staffing - Staff are physically and mentally able to return to work.	A risk assessment has been completed for every member of staff (see Staffing tab).	Virtually all staff have returned to work. AL/WC to review if anyone needs to complete RA if required	Yes
Has a completed copy of the UK Government's poster been posted in the building so that staff, pupils and visitors can see it?	Copy of UK Govt. poster to be completed and displayed.	Not yet...	no
Risk of transmission of the virus - prevention of infection - see relevant part of Government guidance, section 1 PHE guidance	Minimising 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	Staff/parents and carers are aware of this	yes
	Cleaning hands thoroughly and more often than usual.	Sufficient supplies in stock. Hand gel in appropriate places. Reminders and posters evident. See staff guidance	YES
	Ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.	Staff aware - see staff guidance	Yes
	Introducing enhanced cleaning, including cleaning frequently touched surfaces often using standard products, such as detergents and bleach	See staff guidance	yes

Minimising contact between individuals and maintaining social distancing wherever possible: -	See staff guidance	yes
How children are grouped	Grouped in bubbles	yes
Measures within the classrooms	includes organisation of materials	yes
Large gatherings (e.g assemblies, collective worship)	No large gatherings	yes
Movements around the school	One way system; staggered arrival and departure times	yes
Break times / Lunch times	Staggered times; use of different areas	yes
Shared staff spaces	Additional staff room spaces set up	yes
Measures for arriving at and leaving school	Staggered times; different routes	yes
Measure for pupils with SEND	Individual plans in place where needed	yes
Measures for supply / peripatetic teachers	Supply/peripatetic teachers and coaches / therapists to have induction about risk assessment / guidance with AL or WC prior to work	yes
Measures for specialists, therapists, clinicians and other support staff	As for above	yes
Measures for visitors	As for above	yes
Measures for contractors working in occupied parts of the school	As for above	yes
Measures for dual-registered pupils	n/a	yes
Requirements for individual equipment (e.g. pens and pencils)	Children have own equipment	yes
Requirements for classroom based resources (e.g. books and games)	Equipment kept in own bubble or 'quarantened' before swapping	yes

	Requirements for shared equipment (e.g. sports, art and science equipment)	Limited use eg IT suite, art room. IT assigned to bubbles	yes
	Requirements for outdoor play equipment	Staggered use, with sufficient 'quaranteen time' or only certain bubbles to use	yes
	Restrictions on what pupils can bring into school (e.g. lunch boxes, hats, coats, books, stationery and mobile phones)	Children not to bring unnecessary items to school	yes
	Restrictions on what equipment, books or shared resources can be taken home	As above	yes
	Where necessary, wear appropriate personal protective equipment (PPE)	Guidance in place. PPE available	yes
Response to infection - see relevant part of Government guidance, section 1 PHE Guidance	Schools must ensure they understand the NHS Test and Trace process and how to contact their local Public Health England health protection team.	Surrey & Sussex HPT (South East) at: - Public Health England County Hall North (Parkside) Chart Way Horsham RH12 1XA Email - PHE.sshpu@nhs.net Telephone - 0344 225 3861 (option 1 to 4 depending on area). Out of hours advice - 0844 967 0069	yes
	Booking a test	Aware	yes
	Keeping records of personnel in the building	Aware	yes
	Self-isolating	Aware	yes
	Keeping home testing kits	Aware	yes
	Ensuring parents and staff inform school of test results	Aware	yes

	Manage confirmed cases of COVID-19 amongst the school community	Aware	Yes
	Contain any outbreak by following local Health Protection Team advice	Aware	Yes
Asymptomatic Testing	Staff to undertake twice weekly asymptomatic lateral flow testing	Results to positivetest@stnm.org.uk and NHS Test & Trace	Yes
School transport see section 2 of the government guidance ' School Operations ' Government has pledged to produce more guidance on dedicated school transport in due course (as at 10/07/20)	Dedicated 'home school transport' in partnership with providers: -	n/a	
	Measures to manage transport to allow pupils to where possible remain in their 'bubbles'	n/a	
	Measures to prevent the spread of infection.	n/a	
	Measures to maintain social distance when queuing and inside vehicles wherever possible.	n/a	
	Public transport: -	n/a	
	Consideration of staggered start and finish times to avoid peak hours on public transport	Staggered times set out	yes

	Measures to encourage use of other forms of transport to avoid use of public transport	Cycleing/scooting encouraged	yes
	Measures to manage the removal of face coverings worn by pupils and staff when arriving on public transport	Measures in place, see parent info	yes
Attendance for pupils who are shielding or self-isolating see section 2 of the government guidance 'School operations' Note: Shielding advice for all adults and children will pause on 1 August.	Arrangements for pupils who are following clinical and/or public health advice	Assess as required	yes
	Arrangements to reassure pupils and parents who are anxious about the return to school	Transition work undertaken and on-going	yes
Attendance for staff see section 2 of the government guidance 'School operations' Note: Shielding advice for all adults and children will pause on 1 August.	For school staff who are clinically vulnerable or extremely clinically vulnerable - see 'Staffing' tab	See staffing tab	yes
	Arrangements for Supply Teachers and other temporary or peripatetic teachers	Induction required with AL or WC	yes

Catering see section 2 of the government guidance ' School operations '	Arrangements to comply with guidance for food businesses on coronavirus (COVID-19).	No change to existing arrangements	yes
Estates see section 2 of government guidance ' School operations '	Arrangements for re-opening: -		yes
	All school - all the usual pre-term building checks must be undertaken to make the school safe	Done	yes
	Schools which have remained closed or only partially open since the lockdown on 4th January 2021 - see 'School building assessment' tab	n/a	yes
	Arrangements to manage ventilation including air conditioning Note: Fire doors must be kept closed. Fire doors can only be held open by automatic releasing hold-open devices specifically designed and installed for this purpose.	Staff aware - see staff guidance	yes

<p>Educational visits see section 2 of government guidance 'School operations'</p> <p>The Government continues to advise against domestic (UK) overnight and overseas educational visits at this stage. But from Autumn term non-overnight domestic educational visits can resume.</p>	<p>Trip arrangements that are in line with protective measures, such as keeping children within their consistent group, and the COVID-secure measures in place at the destination.</p>	<p>RA to be undertaken if trip proposed</p>	<p>yes</p>
<p>Extra curricular provision- see section 2 of government guidance 'School operations'</p>	<p>Arrangements for resuming any breakfast and after school provision.</p>	<p>See staff guidance</p>	<p>yes</p>
<p>Curriculum risk see section 3 of government guidance 'Curriculum, behaviour and pastoral support'</p>	<p>Arrangements to manage C19 risks during music classes involving singing, chanting, playing wind or brass instruments or shouting</p>	<p>Such activity not being done unless in own bubbles / outside / sufficiently spaced</p>	<p>yes</p>
	<p>Arrangements to manage C19 risks during physical education, sport and physical activity</p>	<p>See previous staff guidance</p>	<p>yes</p>
<p>Pupil wellbeing and support see section 3 of the government guidance - 'Curriculum and pastoral care'</p>	<p>Arrangements to manage pupil wellbeing - anxiety, stress, low mood etc.</p>	<p>See previous staff guidance</p>	<p>yes</p>

	Arrangements to manage SEND pupils and identified small groups' anxiety to prevent escalation	See previous plans	yes
	Arrangements to manage school community anxiety to prevent escalation	AL to monitor	yes
Contingency planning for outbreaks - see section 5 of government guidance 'Contingency planning for the outbreak'	Develop contingency plans to cover all eventualities.	Plans to be continually developed for any further localised lockdowns.	no

Actions to be taken which apply to all schools planning for reopening from 8th March 2021.

Persons at risk				
Hazard - What can cause harm	Is this risk applicable? Yes / Not Applicable	Required control measures	Control measure options to minimise risk	List actual control measures implemented
<p>Individual risk assessments for children with EHCPs, those at are deemed "vulnerable" and those receiving SEN support and those from BAME community</p>	yes	<p>Discuss changes in child's wellbeing with parents before their return to school allow a personalised approach. Revisit assessment tools such as Boxhall profiles, Strengths and Difficulties Questionnaire or with advice from specialist teams (ASCT, LBAT, EPS and others) to help identify pupils health and wellbeing needs which have changed due to experiences both at home or- if they have been in school- with the increase of children returning to school</p>	Yes	<p>See separate plans. School has had discussions on BLM etc.</p>

<p>Pupils externalising and using anti-social behaviour</p>	<p>Not applicable</p>	<p>Updated policies understood and consistently applied. Review and update existing individual behaviour plans in line with how you are going to manage physical interventions if needed. Are there proactive measures that can be put in place (timetabling, environmental, social load, academic expectation, sensory arousal) to reduce the need for physical interventions. Be aware that pupils who have previously not used</p>	<p>yes</p>	
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<p>Pupils internalising anxieties.</p>	<p>yes</p>	<p>Set up reporting systems so that all staff and parents can share any form of concern quickly. Be alert to any changes in behaviour and smaller signs such as a change in eating or digestive habits, sleep, repetitive behaviours such as hair twiddling or picking of cuticles. Be aware that pupils who have previously not used challenging behaviour to signal distress may respond differently after their experiences over</p>	<p>yes</p>	<p>School has undertaken transition work and has strong support in place. Good reporting mechanisms in place (CPOMS)</p>
<p>Consider approach to social distancing for individuals who will need to access positive touch as a form of reassurance or to help them exhibit pro-social behaviours.</p>	<p>Not applicable</p>	<p>Ensure all teams are aware of this and that is applies consistently- plan staff training being aware that some pupils with SEND are not able to socially distance, how will this risk be mitigated by good hygiene practices.</p>	<p>yes</p>	<p>n/a</p>

<p>Pupil anxiety about return to school:</p>	<p>yes</p>	<p>Plan transition support for those returning to school, explain how school will be safe and how the team is ensuring everyone's safety and how social and emotional needs are being met through a progressive, inclusive and diverse curriculum.</p>	<p>yes</p>	<p>On-going - see notes elsewhere</p>
<p>Parental anxiety about children allocated a place going back to school.</p>	<p>yes</p>	<p>Clear transparent communication with parents about how the risks have been managed and how they'll be regularly reviewed</p>	<p>yes</p>	<p>School has had good communication; Support or signposting available</p>
<p>Bereavement support for staff and pupils.</p>	<p>yes</p>	<p>Access online resources eg Winstons wish, ensure that staff supporting children (including DSLs, Pastoral leads, SENCOs and TAs) have additional informal support from SLT and others and that they are personally resilient enough to provide this support to the pupils. Contact the EPS if significant level of concern remains.</p>	<p>yes</p>	<p>School able to support and/or signpost. Staff well trained</p>

<p>Staff anxieties or diagnosed conditions preventing returning to school.</p>	<p>yes</p>	<p>Use ideas outlined in the framework to support staff on their return to school. Liaise with HR as usual and plan group ratios to be safe. Maintain open communication with all staff and refer to EAP and Occupational Health if appropriate. Use ES Welfare box for specific and additional</p>	<p>yes</p>	<p>AL/HE in touch with those this may apply to. No concerns.</p>
<p>Anxieties from staff and pupils escalate rather than reduce.</p>	<p>Not applicable</p>	<p>Ensuring all measures are regularly reviewed to ensure wellbeing of the school community is sustained, alert appropriate bodies of support and guidance proactively rather than reactively.</p>	<p>yes</p>	<p>Monitor - not an issue at the moment</p>

Actions to be taken which apply to all schools planning for reopening from 8th March 2021.

Persons at risk				
Hazard - What can cause harm	Is this risk applicable? Yes / Not Applicable	Required control measures	Control measure options to minimise risk	List actual control measures implemented
No DSL available to lead school safeguarding provision or lead response to a specific safeguarding situation	Not applicable	To have DSL cover available at all times.		Additional DSL has been trained up- VB (December 20)
Non-compliance / not all staff being aware of existing statutory and C-19 safeguarding policies and guidance	Not applicable	Clear implementation plan shared with all staff and volunteers (where applicable)		Staff to be reminded in bulletins, handbbok and meetings.
Safeguarding risks to all children not attending school, including those the school have previously identified as vulnerable.	Yes	Effective safeguarding activity to monitor children remotely, including with partner agencies where applicable.	Yes	School in frequent touch with relevant parents and agencies as required

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Actions to be taken which apply to all schools planning for reopening from 8th March 2021.

Persons at risk	ALL			
Hazard - What can cause harm	Is this risk applicable? Yes / Not Applicable	Required control measures	Control measure options to minimise risk	List actual control measures implemented
Re-opening risk assessment (eg "open door" adjustment) does not take account of this plan.	Not applicable	Accessibility Policy		
Staff from other schools working in your school are unaware of these policies	Not applicable	Child protection policy and procedures		
	Not applicable	Children with health needs who cannot attend school		
	Not applicable	Designated teacher for looked-after and previously looked-after children		
	Not applicable	Early years foundation stage (EYFS)		
	Not applicable	Special educational needs and disability		
	Not applicable	Supporting pupils with medical conditions		

Actions to be taken which apply to all schools planning for reopening from 8th March 2021.

Persons at risk	All			
Hazard - What can cause harm	Is this risk applicable? Yes / Not Applicable	Required control measures	Control measure options to minimise risk	List actual control measures implemented
The non-compliance with statutory duties, currently, during lockdown and / or in re-opening phases from 1st September 2020	Yes	Ensure all statutory duties are met https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/788234/governance_handbook_2019.pdf	Yes	Risk assessments, staff guidance, parent & carer info, and training undertaken prior to reopening
The non-compliance with strategic functions currently, during down, and / or during re-opening from 1st September 2020	Not applicable	Ensure all strategic functions are fulfilled in a pragmatic way		

