

Thorney Island Community Primary School – Covid 19 - Risk Assessment

This is based on current DFE Advice (February 2021)

(This guidance has been prepared with input from school leaders, unions and sector bodies and in consultation with PHE and the Health and Safety Executive (HSE))
(It also takes account of the joint union checklist)

This Risk Assessments will be reviewed regularly to include staff views. Last reviewed 01.03.21

The Initial Risk Assessment was shared by e-mail with all staff prior to returning to school with the option to discuss on the first day back verbally.

Hazard	Control Measure
<p>Risk of spreading virus due to close contact (intimate care/first aid/restraint) with children – 1:1 and restraint resulting in direct transmission of the virus.</p>	<p>Limited PPE has been provided from county mainly for use with children or staff who show symptoms. Current government guidance is that “Wearing face coverings is recommended where social distancing between adults is not possible,” and the school supports and encourages this. Staff can provide their own PPE masks for this purpose.</p> <p>Extra gloves purchased along with a supply of face shields.</p> <p>Hand sanitizer is available for use by adults and children. These are stationed throughout the school.</p> <p>Several protective screens have been bought and can be used when working with children 1:1.</p> <p>If a child has a toileting accident, a parent will be called to carryout out intimate care.</p> <p>Reduced timetable / exclusion / inclusion considered if necessary if children are acting in a way staff are put at risk.</p> <p>If anyone has a cough/temperature/feels unwell at school, they must be sent home. They will need to self-isolate for 10 days, or until tested negative. PPE should be worn by staff whilst supervising children displaying symptoms.</p> <p>If a child is waiting to be collected, they should be kept in a room on their own (or supervised depending on their age) with the door closed and a window open. If this child/adult needs to go to the toilet before being collected, they should use a separate toilet and it must be thoroughly cleaned/disinfected afterwards before anyone else can use it.</p> <p>(The Nest will be used for isolation and the single toilet in the KS2 corridor used once the area and corridors have been cleared)</p> <p>If a child or adult shows symptoms and tests positive for CoVid-19, then current government and PHE advice will be</p>

	<p>followed</p> <p>If other cases are then also confirmed at the school, then PHE will advise the HT/school on next steps/possible closure.</p> <p>Children and staff to wash hands on arrival at school and before lunch. Hand sanitizer to be used after break times and lunch times.</p> <p>Tissues are available in each classroom and the catch it, bin it, message will be relayed at the start of each week. Bins will be emptied twice daily.</p> <p>The air conditioning units in the outside classrooms according to HSE guidance are safe to use.</p>
<p>Shielding and clinically vulnerable children and staff</p>	<p>Shielding advice for all clinically extremely vulnerable adults and children was reintroduced in January. Anyone within this category will have received a letter from the government. Individual Risk Assessments have been carried out by Mrs McCrossan on all staff. For those classed as clinically vulnerable these will be updated regularly or as necessary.</p>
<p>Lack of social distancing in the classroom</p>	<p>Class sizes returned to normal in March. This will not amount to full social distancing of 2m at all times.</p> <p>Classes will remain based in the same classroom for the duration of the term. The same staff will work with their groups as much as possible. If there is a shortage of teachers, a teaching assistant can lead a class under the supervision of a teacher.</p> <p>There will be no direct contact between classes. Break times and lunchtimes will be staggered. See TICPS Strategic Plan for further information.</p> <p>All desks will face the front of the room with the exception of Owl, Kite and Osprey Classes. This will include Falcon Class after Easter.</p> <p>Excess furniture will be marked and not used. Unnecessary items and soft furnishing/toys in classrooms that cannot easily be cleaned every day will be removed and stored elsewhere in the school.</p> <p>Children keep to their desks when in the room and will use the same desk each day.</p> <p>Lessons planned for individual work (not pairings or group work with the exception of Owl, Kite and Osprey Classes).</p> <p>Feedback will be given using the large whiteboard and visualizer and interactive whiteboard with minimal close</p>

	<p>interaction.</p> <p>Adults will adhere to social distancing where possible.</p> <p>Children should not bring anything other than their lunchbox into school and book bags on set days. Bags and pencil cases should not be brought into school. School will provide stationary and workbooks that will be kept in their individual tray. Don't share stationery and minimise the sharing of resources. Owl Class are now allowed PE Kits. PE Kits for other classes will be reviewed shortly.</p> <p>Shared areas and surfaces will be cleaned daily, and disinfected frequently if required. Every classroom will have an anti-bac spray.</p> <p>Use of laptops and iPads will be limited. Laptops and iPads will be cleaned regularly and set iPads allocated to children.</p> <p>Outdoor lessons will be planned where possible. A timetable for the outdoor areas will ensure there is no direct contact between classes.</p> <p>Equipment will not be used by other groups and will be cleaned between groups.</p> <p>Wash hands before and after each activity.</p> <p>Bins emptied throughout the day to remove tissues. JW will do this midday.</p> <p>Doors will be propped-open, and rooms will be well ventilated. Windows open.</p>
<p>Movement around the school (corridors and toilets)</p>	<p>Reduce movement around the school - classes are to stick to 1 room during the day.</p> <p>Children will be instructed to walk on the left of a corridor to ensure people only walk on one side of it (one-way system). Limited toilet breaks, adults will supervise to ensure groups don't come in contact.</p> <p>Allocated toilets for different groups of children (KS1, KS2 and outside classrooms)</p> <p>Wedges for the toilet external toilet doors if not fire doors.</p> <p>Children to access and exit the school building via their respective external door only.</p> <p>Extra soap ordered to ensure we do not run out.</p>

<p>Playtimes and lunchtimes</p>	<p>Staggered break & lunchtimes so groups are not mixing together/moving around the school at the same time.</p> <p>Teachers will discuss with the children socially distant activities for playtimes.</p> <p>Exercise and breaks will be outside. Each group not to mix and to stagger the times (timetable for outdoor areas)</p> <p>Outdoor PE equipment will be cleaned after it has been used. (New blue bins bought for this purpose)</p> <p>Climbing frames/play equipment will be timetabled for one week at a time per class.</p> <p>The hall will be used for hot lunches and children will eat packed lunches outside when possible or in their class rooms if the weather is poor. (For timings of lunchtimes see TICPS Strategic Plan)</p> <p>Stagger the use of the staff room, the teacher and TA for each group will cover each other's breaks.</p>
<p>Lack of social distancing during drop off/collection</p>	<p>Stagger drop-off and collection times – children to arrive/collected at different times. (See letter to parents and Strategic Plan)</p> <p>Parents will be advised of the drop and collection points times for each group. ONLY ONE PARENT IS TO DROP OFF/COLLECT THEIR CHILD(REN).</p> <p>Parents/carers are not to gather on the school premises or enter the school building. Only one person is allowed into the reception area at a time. Communication is encouraged by phone/email where possible.</p> <p>No visitors/staff/children/families/contractors can enter the building if they have symptoms.</p> <p>The adult in the classroom will supervise handwashing as the children enter the classroom.</p> <p>Encourage children to cycle or walk to school.</p> <p>Limit children/staff taking things home and then back to school – no bags, pencil cases, etc.</p>
<p>Emotional stress of children and stress</p>	<p>Seating will take account of children's friendships.</p> <p>Curriculum adapted with emphasis on wellbeing and social and emotional support as well as curriculum catch up.</p> <p>Additional social distancing provision available for children who are distressed if possible.</p>
<p>Emotional stress of</p>	<p>Staff meetings will continue (social distancing adhered to for all meetings) – The current use of the hall appears to work</p>

staff	<p>well.</p> <p>Sharing the support helpline, West Sussex Core Group.</p> <p>At least one member of SLT on site every day for staff to share concerns.</p> <p>Risk assessments to be reviewed weekly initially, then monthly or as required.</p>
Risk of spreading the virus	<p>Discuss with cleaning staff to ensure the use of anti bac for all surfaces, handles and toilets. Chartwell staff to be made aware of school risk assessment to ensure they are aware of protocols. Additional cleaning as required. JW will be undertaking this at 11.00am each day.</p> <p>All soft furnishings (cushions, teddies etc.) and toys to be removed.</p> <p>If anyone has a cough/temperature/feels unwell at school, they will be sent home. They will need to self-isolate for 14 days, or until tested negative.</p> <p>If a child is waiting to be collected, they will be kept in a room on their own (or supervised depending on their age) with the door closed and a window open. If this child/adult needs to go to the toilet before being collected, they will use a separate toilet and it must be thoroughly cleaned/disinfected afterwards before anyone else can use it. PPE will be worn by staff working with children displaying symptoms.</p> <p>If a child or adult shows symptoms and tests positive for CoVid-19, then the most recent government and PHE advice will be followed. (See Flow Chart)</p> <p>If other cases are then also confirmed at the school, then PHE will advise the HT/school on next steps/possible closure.</p> <p>Lateral flow tests are available for all staff to be taken twice a week and there use is being highly recommended. (Additional information on this has been circulated). Positives test must be reported to either Sarah or Dean by 7pm on Wednesday and Sunday.</p>
Contractors	<p>This Risk Assessment will be shared with all contractors working on-site.</p> <p>Only essential visitors will be allowed on site.</p>
Extra-curricular Provision	<p>These will not take place during the Spring Term but we are hoping to start Class based Clubs in the Summer Term.</p>