

Minimise contact between individuals and maintain social distancing wherever possible	Contact with persons suffering from coronavirus	Employees Pupils/students Contractors Visitors Volunteers	5	5	25	<p>We will apply the principles laid out by the government regarding social distancing.</p> <p>As of August 2021, social distancing is no longer required. Nevertheless, we will minimise risk by:</p> <ul style="list-style-type: none"> • Spreading out Roll Call more than normal (limit of two year groups in Sports Hall) • Maintaining separate social time areas and toilets for each year group • Ensuring quick transitions from classroom to classroom to 	2	5	10	Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible, and updated as necessary. The Headteacher receives daily updates from the DfE and will be responsible for ensuring any changes are actioned quickly.
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						<p>minimise contact between year groups</p> <ul style="list-style-type: none"> Encouraging staff to maintain distance from students where possible to reduce risk of acting as a vector for transmission between different groups <p>In the case of an increased number of cases in school, we will follow our outbreak management plan. This may include temporarily reintroducing additional control measures (e.g. face coverings)</p>				
Measures within the classroom	Contact with persons suffering from coronavirus	Employees Pupils/students Contractors Visitors Volunteers	5	5	25	<p>We will aim to maintain a distance between people to lower the risk of transmission where possible.</p> <p>Staff will continue to teach primarily from the front of the classroom, with students sitting in rows wherever possible.</p> <p>Staff will use strategies like mini whiteboards to reduce the need to circulate during lessons.</p>	2	5	10	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p>

Measures elsewhere	Contact with persons suffering from coronavirus	Employees Pupils/students Contractors Visitors Volunteers	5	5	25	<p>We will continue to use separate break and lunch areas for each year group to reduce the risk of transmission between year groups.</p> <p>We will continue to use IT1 as an additional staff room to allow staff to socially distance while working outside of their normal classroom.</p> <p>We will inform parents and pupils not to gather at the school gate and visitors will be encouraged to only come on site if they have an appointment.</p> <p>School transport will be used in the following means:</p> <ul style="list-style-type: none"> • Regular cleaning of transport; • Organised queuing and boarding; • Ventilation where possible; and • We will establish maximum occupancy numbers in accordance with the above. 	2	5	10	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p> <p>https://www.gov.uk/guidance/ofsted-coronavirus-covid-19-rolling-update</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
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						<p>Educational visits can be conducted. We have contingency plans in place for countries being visited and where travel lists may change during the trip.</p> <p>We will follow the COVID-19 Practical Lessons in Schools CLEAPSS guidance and implement the additional control measures as recommended.</p>				
Other considerations	Contact with persons suffering from coronavirus	Employees Pupils/students Contractors Visitors Volunteers	5	5	25	<p>Students not to attend school if they have any symptoms of COVID-19. This has been repeatedly communicated to parents.</p> <p>Students encouraged to take two Lateral Flow Tests per week to try and screen out any asymptomatic cases.</p> <p>Any student who develops COVID-19 symptoms during the school day will be immediately isolated and sent home.</p> <p>If a child or staff member is found to have COVID-19, NHS Test and Trace will identify close contacts and encourage them to take a PCR immediately. HPHS will no longer carry out its own contact tracing.</p> <p>Where a child routinely attends more than one setting on a part-time basis,</p>	2	5	10	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p> <p>https://www.gov.uk/guidance/ofsted-coronavirus-covid-</p>

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					<p>will work through the system of controls collaboratively, enabling them to address any risks identified and allowing them to jointly deliver a broad and balanced curriculum for the child.</p> <p>Enhanced cleaning schedule in place and delivered by Brayborne.</p> <p>Individual risk assessments in place for staff and students defined as clinically vulnerable.</p> <p>Up-to-date emergency contact details held for all staff and students.</p> <p>New and expectant mothers risk assessment completed.</p> <p>Windows opened to allow ventilation in all classrooms. The school has an additional supply of uniform jumpers to give out in winter should temperatures drop.</p> <p>Updated Health and Safety, Medical Needs, and Infection Control Policies in place.</p> <p>Regular family contact to ensure that children from families with symptoms do not attend school.</p>				<p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p> <p>Local lockdown action plan to be put in place.</p> <p>https://www.gov.uk/guidance/education-and-childcare-settings-new-national-restrictions-from-5-november-2020#schools</p>
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					<p>Refer to separate children with (EHC) Plans in place risk assessments.</p> <p>Cycle storage facilities available – employees and pupils encouraged to walk/cycle to school (where feasible). Separate cycle stores remain for year groups</p> <p>Adequate supplies of face masks, eye protection, gloves and aprons are available for pupils who become unwell at school and need direct personal care – two-metre distancing cannot be maintained.</p> <p>Records maintained of staff/pupils who have been tested for COVID-19.</p> <p>Tissues and sufficient bins provided in all classrooms.</p> <p>Hand Sanitising to be part of the entry routine to every classroom, with a wall mounted dispenser outside every classroom.</p> <p>Persons worried about symptoms should use the NHS 111, only call if</p>				
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						they cannot get help online, and NOT go to their GP or other healthcare centre.				
Physical Education	Contact with persons suffering	Employees Pupils/students	5	5	25	External facilities can also be used in line with government guidance for the use of,	2	5	10	

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	from coronavirus	Contractors Visitors Volunteers				and travel to and from, those facilities. We will refer to the following advice: <ul style="list-style-type: none">• Guidance on the phased return of sport and recreation;• Guidance from Sport England;• Guidance from the Association for Physical Education; and• Guidance from the Youth Sport Trust.				
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Working in the school	Contact with persons who may have been exposed to coronavirus	Employees Pupils/students Contractors Visitors Volunteers	5	5	25	<p>Employees or students who are suspected to have coronavirus are to self isolate in accordance with the government guidance.</p> <p>From 16 August 2021, those under 18 years old will no longer require to self isolate; however, they will be encouraged to take a PCR test if advised to do so by NHS Test and Trace.</p> <p>Other persons who may have been exposed to coronavirus have been instructed by the government guidance to self-isolate.</p> <p>We understand the NHS Test and Trace process and how to contact the local Public Health England health protection team. Close contacts will be identified via NHS Test and Trace. We will work with</p>	2	5	10	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/guidance/travel-advice-novel-coronavirus</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p> <p>Usage and passing of testing kits to parents, etc. Advice will be</p>
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						<p>Health Protection teams in case of a local outbreak.</p> <p>We will follow guidance on the <u>cleaning of non-healthcare settings</u>.</p> <p>We will ensure that staff members and parents/carers understand that they will need to be ready and willing to follow instructions given to them.</p> <p>Pupils/students will receive two onsite LFTs, three to five days apart, on their return to school in the Autumn term.</p> <p>We will stagger return of pupils/students during the first week of the Autumn term.</p> <p>Staff will undertake twice-weekly home LFTs whenever they are in the premises until the end of September / once reviewed.</p>				<p>given to parents on the usage of testing kits.</p>
Working in the school	Contact with persons who may have been exposed to coronavirus – vaccinations	Employees Pupils/students Contractors Visitors Volunteers	5	5	25	Where eligible, employees are strongly recommended to take part in the government's vaccination programme for COVID-19 to prevent the spread of the virus and help protect everyone within the workplace.	1	5	5	<p>Official information from government health authorities about the vaccine is available on the NHS website.</p> <p>https://www.nhs.uk/c</p>

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Working in the school	Contact with packages (food, stationery, post deliveries) or items handled by persons who may have been exposed to coronavirus	Employees Pupils/students Contractors Visitors Volunteers	5	5	25	<p>All existing risk assessments will be maintained and followed. There is currently no perceived increase in risk for handling post or freight from specified areas.</p> <p>We have updated our behaviour policy with rules to help staff enforce the above provisions. These have been communicated to parents.</p> <p>Kitchen staff to maintain good hygiene in line with the school's HACCP.</p>	1	5	5	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
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Working in the school	Disposal of waste that may be contaminated by a coronavirus sufferer	Employees Pupils/students Contractors Visitors Volunteers	5	5	25	<p>All waste that has been in contact with the relevant person, including used tissues, and masks if used, should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied. It should be put in a safe place and marked for storage until the result is available. If the individual tests negative, this can be put in the normal waste.</p> <p>Should the person test positive, the Health Protection Team will provide instructions about what to do with the waste.</p>	1	5	5	
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Working in the school	Contracting and spreading of infection – personal hygiene	Employees Pupils/students Contractors Visitors Volunteers	5	5	25	<p>Basic infection controls should be followed as recommended by the government:</p> <ul style="list-style-type: none"> • Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze. • Put used tissues in the bin straightaway. • Wash your hands with soap and water often – use hand sanitiser gel if soap and water are not available. • Try to avoid close contact with people who are unwell. • Clean and disinfect frequently touched objects and surfaces. • Do not touch your eyes, nose or mouth if your hands are not clean. <p>Pupils asked to clean hands when arriving at school, returning from breaks, after using changing rooms, and before and after eating. Hand sanitiser to be available in each classroom, and near lunchrooms and toilets.</p> <p>We will minimise contact with individuals who are unwell by ensuring that those who have <u>coronavirus (COVID-19)</u> symptoms, or who have someone in their</p>	2	5	10	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p> <p>https://www.nhs.uk/coronavirus/covid-19/</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p>
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					<p>household who does, do not attend school.</p> <p>NHS test and Trace will work with us and positive cases to identify close contacts.</p> <p>We will ensure that pupils, staff and other adults do not come into the school if they have coronavirus (COVID-19) symptoms or have tested positive in at least the last 10 days and ensure anyone developing those symptoms during the school day is sent home.</p> <p>All schools will follow this process and we will ensure all staff are aware of it.</p> <p>If a child is awaiting collection, they will be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required. Ideally, a window will be opened for ventilation. If it is not possible to isolate them, we will move them to an area which is at least two metres away from other people.</p>				
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						<p>If they need to go to the bathroom while waiting to be collected, they will use a separate bathroom if possible. The bathroom will be cleaned and disinfected</p>				
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						using standard cleaning products before being used by anyone else.				
Working in the school	Welfare Hand contact points Poor hygiene and welfare conditions leading to staff discomfort or illness	Staff Visitors Delivery drivers Pupils/students Volunteers	5	5	25	<p>Toilets to have a regular supply of hot and cold water complete with soap and towels.</p> <p>Hand sanitiser available in every classroom.</p> <p>Kitchen area to have a safe supply of mains cold water.</p> <p>Hand-contact points cleaned daily/where practicable.</p> <p>Toilets and kitchen area to be regularly cleaned.</p>	1	5	5	

Working in the school	Infection control including face coverings	Staff Visitors Delivery drivers Pupils/students Volunteers	5	5	25	<p>We will follow our Infection Control Policy and ensure all staff are aware of its contents and new protocols.</p> <p>Decontamination – following advice/guidance from the Health Protection Team.</p> <p>Refer to guidance and posters (where required).</p>	2	5	10	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-</p>
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						<p>Education poster on COVID-19 to be displayed at the main entrance to the school building(s).</p> <p>If required, we will follow additional guidance in our Outbreak Management Plan, or additional guidance</p> <p>We will follow Public Health advice for temporary wearing of face coverings if this become</p>				<p>employers-and-care providers-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
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Working in the school	Contact with delivery drivers / contactors to site / supply teachers	Staff Visitors Delivery drivers Pupils/students Contractors Supply teachers Volunteers	5	5	25	<p>All contractors / delivery drivers / suppliers expected to complete the Contractor Checklist at reception.</p> <p>Contractors and delivery drivers provided with handwashing facilities.</p> <p>Contractors and delivery drivers supervised at all times.</p> <p>Visitor information provided at reception for COVID-19 measures taken.</p>	2	5	10	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
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Risk/Priority Indicator Key

Likelihood
1. Improbable / very unlikely
2. Unlikely

3. Even chance / may happen
4. Likely
5. Almost certain / imminent

Severity (Consequence)
1. Negligible (delay only)
2. Slight (minor injury / damage / interruption)
3. Moderate (lost time injury, illness, damage, lost business)
4. High (major injury / damage, lost time business interruption, disablement)
5. Very High (fatality / business closure)

	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
	SEVERITY (CONSEQUENCE)					

RISK / PRIORITY INDICATOR MATRIX						
	5	5	10	15	20	25
	4	4	8	12	16	20

Summary		Suggested Timeframe
12-25	High	As soon as possible
6-11	Medium	Within the next three to six months
1-5	Low	Whenever viable to do so

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Review Record

Date of Review	Confirmed by	Comments
1/9/2021	Jonathan Heap, Headteacher	I am satisfied that this risk assessment, read in conjunction with our Health and Safety Policy, our Medical Needs Policy, and our Infection Control Procedure, as well as our COVID-19 Outbreak Management Plan, establishes reasonable steps to limit the transmission of COVID-19 at Gloucester Academy.

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