



The Crossways Federation

Risk assessment: 12.07.21 (original)

This risk assessment is for both Crossways Infant School and Crossways Junior School. The justification for this is due to having the same governing board, same Executive Head Teacher, same Leadership Team who hold responsibility for both schools collectively.

Where there are separate mitigations in the schools these have been detailed separately.

Risk Assessment completed by Paul Medicott, Emma Mitchell, Claire Clarke & Karen Bye

Date of Risk Assessment (latest version): 02.02.22

Reviewed: 16.2.22, 3/3/2022

Description of activity being risk 21

Based upon Schools coronavirus (COVID-19) operational guidance

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Action completed
<p>Spread of the virus within the school</p>	<p>All staff pupils and visitors to school</p>	<p>Parents/carers are asked to check children for symptoms of Covid-19 prior to leaving for school including checking temperature (if possible), cough and loss of taste/smell. Children to wash hands before leaving for school.</p> <p>Both children and adults are required to self-isolate if symptomatic e.g. continuous cough, temperature, loss of taste/smell.</p>				
		<p>On entering school all staff and pupils are asked to sanitise hands.</p> <p>Staff and children will regularly wash or sanitise their hands including: on arrival, whenever entering the school building/classroom, before/after eating, before/after using the toilet.</p> <p>A good supply of hand sanitiser, soap and paper towels is available every day and checked regularly.</p>				
		<p>To avoid the risk of contamination from unventilated rooms within school buildings:</p> <p>Staff keep an air flow through the rooms which they occupy throughout the day by opening windows and keeping doors open (except fire doors). They ventilate fully before school, during breaks and after school and always keep some windows open throughout the day. They ensure there is still a flow of air at all times, with windows opened widely when unoccupied.</p> <p>Internal fire doors must be closed when a class/office is not in use.</p>				
		<p>Communal spaces:</p>				

		<p>In order to reduce risk of transmission there should be no more than 100 children together inside at any one time</p> <p>Lunchtimes:</p> <p>In order to minimise number of children together at any one time there will be staggered eating in the hall ensuring that there is no more than 100 children at any one time.</p> <p><u>Infant school</u></p> <p>Year 2 & 1 year 1 class to eat first, then EYFS and other year 1 class to eat in the hall in a staggered way</p> <p><u>Junior school</u></p> <p>Maximum of 100 chairs to be set up in junior hall. The remainder of the children will be outside and come into the hall on a rolling basis as chairs become available</p> <p><u>Assemblies:</u></p> <p>In order to maintain the limitation of numbers to less than 100 children inside all assemblies and performances will be moved online.</p>				
		<p>Stocks of cleaning materials are maintained.</p>				
		<p>All children bring in a named water bottle. These can be refilled from the drinking water taps and taps wiped down afterwards. Water is provided for any pupils without water bottles.</p>				
		<p>Children are reminded to use tissues provided to catch coughs and sneezes and use designated bin for disposal. Children are reminded to catch sneezes with hand or elbow and then to immediately wash hands. Tissues are available</p>				

		<p>and covered bins with lids for disposal (emptied midday & after school clean). Posters are displayed (catch it bin it kill it)</p>				
		<p>We allow the use of hand sanitisers that contain at least 60% alcohol. The safety data sheet for the product(s) have been obtained which advise on action to be followed if the sanitiser is not used as designed and is swallowed or gets in eyes.</p> <p>COSHH assessments have been completed for any new products of hand sanitiser and cleaning products.</p> <p>Adequate supplies are maintained and staff are aware of safety data sheets.</p> <p>Supplies are topped up as necessary at entrance and exit points from the school.</p> <p>Staff supervise to ensure safe use of sanitisers.</p> <p>For children with skin conditions liquid soap and water is used instead, after consultation with parents.</p>				
		<p>Cleaning staff are aware of the levels of cleaning required in each area Schools are deep cleaned during half term/holidays.</p>				
Potential contamination of buildings/ equipment	All pupils staff and visitors	<p>PPE is available for COVID related symptoms and lidded waste bin to dispose of any contaminated waste and PPE. Staff wash hands after dealing with pupil and complete any accident forms as usual.</p> <p>Staff wear gloves for non-COVID related first aid or administering of medicines. Completed within bubble and recorded.</p> <p>PPE disposed of in a double black bags available in each classroom. Donning and doffing guidance has been shared with staff.</p>				

		<p>First aider on site at all times.</p> <p>Paediatric First aider on site at all times.</p> <p>Any first aider dealing with an incident remains with casualty and details are recorded in contact tracing register if the first aider is not from within the bubble.</p>				
		<p>Contractors & Visitors are able to be on-site.</p> <p>All visitors will be asked to hand sanitise on entry. In addition, visitors will be asked to confirm that they do not symptoms upon arrival, signing a statement on the Inventory System.</p> <p>Anyone on site is asked to read and adhere to the risk assessment with regards to hand washing/sanitising.</p>				
		<p>Primary school staff can continue to take 2 rapid Covid-19 tests each week at home. This is non mandatory and test kits are no longer supplied by the DfE</p>				
Use of hand sanitisers **	All pupils visitors and staff	<p>Children will be expected to attend school unless they are a confirmed case of Covid-19 ,</p>				
Cleaning of school building	School staff and cleaners	<p>In the event of a child who is Looked After, Children in Care, has a Child Protection plan, an EHCP or other vulnerability are self-isolating, due to being a positive case, the school will take the following actions:</p> <ul style="list-style-type: none"> • If LAC, the Virtual School are notified and remote learning and provision discussed. • If CiC or on a CP Plan, the social worker is informed with appropriate remote learning and provision put in place. 				

		<ul style="list-style-type: none"> If a CYP with an EHCP the class teacher/SENCo liaise with the family on the remote offer. <p>It will be important that daily contact between the school and the child is established and that there is regular and on-going communication between the home and the school.</p>				
Provision of first aid	All staff pupils and visitors	<p>Children that become unwell with non Covid symptoms are sent home in the usual manner. We ensure they are kept away from others as much as possible to minimise spread of illness</p> <p>The staff member supervising has access to PPE. Handwashing and cleaning the area is vital once the child has left. Public health England poster guidance followed regarding any other childhood illness.</p>				
Visitors and contractors	All pupils & staff, Visitors contractors	All maintenance checks to continue to ensure everything is functioning as it should.	Caretaker to be made aware of any maintenance	caretaker	On-going	
Responding to a positive case	All staff and pupils	<p><i>SEND/vulnerable children may have different needs to those of the rest of the cohort</i></p> <p>Regular reviews (as required) by SENCO/1:1 TA/class teachers.</p> <p>Approaches to behaviour management for specific children modified in terms of higher level instances</p> <ul style="list-style-type: none"> Appropriate 1:1 provision in place. 				
Supporting vulnerable pupils	Vulnerable pupils	<p>Focus on pupil mental health and wellbeing</p> <p>PSHE remains a focus for teaching and learning.</p>				
Premises plant and equipment	All staff, pupils and visitors.	<p>Staff wellbeing:</p> <p>FLT monitor well-being of staff including through the Staff Wellbeing survey</p>				

** Most hand sanitiser products contain a high volume of alcohol, which is the reason for hand sanitiser fire concerns. Alcohol based hand sanitisers should be stored away from all heat and ignition sources, including (but not limited to) sparks, open flames, any type of electrical outlet, switches or equipment, and extreme heat. Caution should also be used when hand sanitiser has been used and individuals may come into contact with heat/hot surfaces etc.