

Coronavirus (COVID-19): students in school risk assessment

Newbridge School

Assessment conducted by: Leesa Davies	Job title: School Business Manager	Covered by this assessment: Students attending school
Date of assessment: 12/06/2020	Review interval:	Date of next review:

Related documents

Covid 19 Social Distancing Policy, First Aid Policy, COSHH Policy, Administering Medication Policy, Staff and Volunteer Confidentiality Policy, Records Management Policy, Staff Code of Conduct.

Risk rating		Likelihood of occurrence		
		Probable	Possible	Remote
Likely impact	Major Causes major physical injury, harm or ill health.	High (H)	H	Medium (M)
	Severe Causes physical injury or illness requiring first aid.	H	M	Low (L)
	Minor Causes physical or emotional discomfort.	M	L	L

**For the purpose of this risk assessment, we have used the term ‘coronavirus’ to refer to coronavirus disease 2019 (COVID-19).
Schools need to ensure this risk assessment reflects local and national arrangements.**

Area for concern	Risk rating prior to action H/M/L	Recommended controls	In place? Yes/No	By whom?	Deadline	Risk rating following action H/M/L
Awareness of procedures	H	<ul style="list-style-type: none"> Students are made aware of the school’s infection control procedures and social distancing arrangements in relation to coronavirus 	Y	Headteacher	02/09/2020	M
Poor infection control	H	<ul style="list-style-type: none"> Posters are displayed throughout the school reminding everyone of infection control procedures and social distancing arrangements, e.g. regular hand washing and staying two metres apart where possible. Everyone is encouraged to wash their hands with soap or alcohol-based sanitiser (that contains no less than 60 percent alcohol) and follow infection control procedures in accordance with the DfE. Everyone is encouraged to catch coughs and sneezes in a tissue and dispose of the tissue in a bin. Sufficient amounts of soap (or hand sanitiser where applicable) and paper towels and bins are supplied in infection control areas, bathrooms and kitchens. Sufficient amounts of suitable cleaning agents are available to staff on the premises to sanitise regularly-used areas and surfaces – cleaning agents are used and stored in line with the COSHH Policy. The number of rooms used by students during school hours is limited to avoid the spread of infection and minimise the costs of cleaning. The headteacher identifies which areas of the school may be used to carry out working activities and communicates this to staff via email 	Yes	SLT	02/09/2020	M

Area for concern	Risk rating prior to action H/M/L	Recommended controls	In place? Yes/No	By whom?	Deadline	Risk rating following action H/M/L
Lack of social distancing	M	<ul style="list-style-type: none"> • Students avoid contact with people who show symptoms of coronavirus, both in and out of school. • Where a member of staff must accompany or supervise a pupil showing symptoms of coronavirus, infection control procedures and social distancing arrangements are adhered to at all times. • Students avoid non-essential travel, where practicable • Where practicable, students always keep at least two metres apart and avoid close proximity interaction. • Where close proximity interaction (being less than two metres apart) cannot be avoided, students are instructed to: <ul style="list-style-type: none"> - Identify beforehand which tasks must be done in close proximity to others and which tasks can be carried out at a distance or remotely. - Work facing away from each other or side-by-side, where possible, instead of face-to-face. - Where face-to-face interaction is essential, minimise the frequency and duration of the interaction. - Limit close proximity interaction to 15 minutes at a time. - Limit the number of people in close proximity interactions to no more than two people. • Where students must work in group, groups are arranged beforehand and, where possible, mixing is minimised. • Where applicable, class sizes are limited to six pupils and two members of teaching staff. • The use of communal areas, e.g. the common room, is limited to avoid unnecessary group gatherings – staggered times, queues, or rotas are implemented where required. • Contact with staff and parents is minimised and alternative arrangements are in place – where contact with parents must occur 	Yes	SLT	02/09/2020	M

Area for concern	Risk rating prior to action H/M/L	Recommended controls	In place? Yes/No	By whom?	Deadline	Risk rating following action H/M/L
		<p>face-to-face, infection control procedures and social distancing arrangements are communicated to parents.</p> <ul style="list-style-type: none"> Where students cannot follow social distancing arrangements for a particular activity, the headteacher assesses whether the activity needs to continue – mitigating actions are put in place if continuing the activity is essential. 				
Ill health	H	<ul style="list-style-type: none"> Students are informed of the symptoms of possible coronavirus infection, e.g. a cough, difficulty in breathing and high temperature, and are kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus. Any student who displays signs of being unwell, such as having a cough, fever or difficulty in breathing, is immediately sent home and advised to call 999 if they become seriously ill or their life is at risk. Staff act in line with the Covid 19 Policy and ensure that any unwell students who are waiting to go home are moved to a quieter area of the school, away from others. Areas used by unwell students who need to go home are appropriately cleaned once vacated. If students are waiting to go home, they are instructed to use different toilets to the rest of the school to minimise the spread of infection. Any medication given to student's ease symptoms, e.g. paracetamol, is administered in accordance with the Administering Medications Policy. 	Yes	SLT	02/09/2020	M
Spread of infection	H	<ul style="list-style-type: none"> Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with the Covid 19 Policy, using PPE at all times. Students do not return to school before the minimum recommended exclusion period (or the 'self-isolation' period) has passed, in line with the Covid 19 Policy and local and national guidance. 	YES	SLT	02/09/2020	M

Area for concern	Risk rating prior to action H/M/L	Recommended controls	In place? Yes/No	By whom?	Deadline	Risk rating following action H/M/L
		<ul style="list-style-type: none"> Parents and students notify a member of staff if they have an impaired immune system or a medical condition that means they are more vulnerable to infections Any additional provisions for students who are more vulnerable to infections are put in place by the headteacher. Everyone is instructed to monitor themselves and others and look out for similar symptoms if somebody has been sent home with suspected coronavirus. 				
Lack of communication	L	<ul style="list-style-type: none"> Students are kept adequately updated about any changes to infection control procedures and social distancing arrangements as necessary. 	YES	SLT	02/09/2020	L
Emergencies	M	<ul style="list-style-type: none"> All students emergency contact details are up-to-date, including alternative emergency contact details, where required. The school has an up-to-date First Aid Policy in place which outlines the management of medical emergencies – medical emergencies are managed in line with this policy. 	YES	SLT/OFFICE	02/09/2020	L