

Risk Assessment 23 rd January, 2022	<div style="text-align: center;"> COVID-19 Pandemic: January 2022 at Easebourne CE Primary School </div> 
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Key Features and Changes

- Face coverings will need to be worn by staff and visitors in communal areas; staff supervising the arrival or departure of children are required to wear face coverings at pick-up and drop-off.
- Whilst parents and carers will be encouraged to use the phone and e-mail to contact the school where possible, they will be allowed into Reception to speak directly to the office staff, maintaining social distancing throughout and required to wear a face mask.
- Meet the Teacher to be held virtually, along with other parent events, where possible
- Visitors should wash their hands with soap or alcohol-based sanitiser and wear a mask when they enter and exit the building.
- Pupils will not be organised in bubbles, although we will be mindful of the possibility of temporarily reintroducing bubbles, e.g. during a local outbreak.
- Drop-off and pick-up times will continue to be synchronised, and drop-off and collection points used as normal.
- Whole-school assemblies will be suspended; KS1 classes will attend lunch in two sittings, meals being brought to them, whilst KS2 classes will eat lunch in their classrooms.
- Extracurricular clubs will operate in mixed age groups but children will be segregated into year groups at Wraparound.
- The one-way movement system in corridors will no longer be used.
- Children's toilets will operate as before, returning to YR, KS1 and KS2 designations.
- Educational day visits and residential visits will go ahead.
- Indoor and outdoor performances with an audience will go ahead, though restrictive measures will be considered on a case-by-case basis.
- Whilst we will prioritise outdoor sport, where possible, indoor sport will be able to go ahead; we will use the large hall and maximise the ventilation.
- Classrooms will be well ventilated, with windows/doors open to capacity when children aren't in the classroom to give a ventilation blast.
- CO₂ monitors will be used in classrooms and in the small hall – where the CO₂ monitor reading exceeds 800ppm, ventilation will be increased in the necessary space(s), with the room being evacuated as a final resort until the reading is acceptable
- Both indoor and outdoor sporting competitions can take place.

- We will no longer carry out contact tracing – NHS Test and Trace will take over, though we recognise that we may be asked to assist in exceptional circumstances.
- From 14 December 2021, adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 are strongly advised to take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result.
- Daily testing of close contacts applies to all contacts who are:
 - fully vaccinated adults – people who have had 2 doses of an approved vaccine
 - all children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status
 - people who are not able to get vaccinated for medical reasons
 - people taking part, or have taken part, in an approved clinical trial for a COVID-19 vaccine
- Children under 5 are not being advised to take part in daily testing of close contacts. If a child under 5 is a contact of a confirmed case, they are not required to self-isolate and should not start daily testing. If they live in the same household as someone with COVID-19 they should limit their contact with anyone who is at higher risk of severe illness if infected with COVID-19, and arrange to take a PCR test as soon as possible. They can continue to attend an education or childcare setting while waiting for the PCR result. If the test is positive, they should follow the [stay at home: guidance for households with possible or confirmed COVID-19 infection](#).
- From 17th January, people who record a positive test result for COVID-19 can end their self-isolation after 5 full days, as long as they test negative on day 5 and day 6. Individuals who are still positive on their rapid lateral flow tests must stay in isolation until they have had 2 consecutive negative tests taken on separate days
- The school will follow any further advice from its local Incident Management Team following a suspected or confirmed case of the Omicron variant in the school community

Control Measures

We will continue to:

- Ensure good hygiene for everyone
- Maintain appropriate cleaning regimes
- Keep occupied spaces well ventilated
- Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19

Risks	Who is affected?	Preventative actions	Key Response	Additional Details	Responsibility
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1.Spread of virus within (and across) pupil groups	All	Pupil awareness and appropriate behaviour	Familiarity with routines Robust hand and respiratory hygiene	<ul style="list-style-type: none"> Children to spend part of Day 1 morning (Tuesday, 4th January) on COVID Good Housekeeping, reviewing key messages and significant changes to practice, clearly reiterating the significance of the measures in place and promoting good practice amongst staff and pupils, with a focus on the responsibility being shared between staff and pupils Handwashing routines and good respiratory hygiene to continue to be part of the school culture Fire drill to be run in Week 4 (wb Monday, 23rd January), with children lining up without spacing within classes but maintaining distancing between classes Three key messages retained in posters around school: <ul style="list-style-type: none"> Washing hands Bin it, catch it, kill it Not touching face Staff consistently model and refer to good (safe) practice, especially in maintaining good hygiene and ventilation, responding, as necessary, to the CO₂ monitor readings in classrooms 	Class Staff
	All	Minimising contact and mixing Target of 2 metre social distancing	Outdoor play	<ul style="list-style-type: none"> Top field restored, but mowing into 'football pitches' to demarcate Bubble playing spaces to be reintroduced promptly, as necessary, to facilitate the reintroduction of Bubbles Children to be encouraged to have wellies at school to enable them to play on the grass as well as on the playground at breaktimes Staff supervising breaktimes to encourage the use of the grass as well as the playground 	Premises Manager/ Countrywide/All Staff
			Learning outdoors	<ul style="list-style-type: none"> Outdoor learning to be prioritised when learning focus and weather permit; use of forest, storytelling circle, amphitheatre, willow classroom, tables, grass, etc; 	Teacher/TA

				<ul style="list-style-type: none"> Liaison with other adults needed – mobile phones to be used in an emergency; NB phones now connect all classrooms and the key offices and staffroom 	
			Restored drop-off/pick-up timings and points	<p>Drop-off</p> <ul style="list-style-type: none"> • Wrap 08:00 Front of school • YR 08:40 Back YR gate • KS1 08:40 Front of school • Y3/4/6 08:40 Front of school • Y5 08:45 Front side gate <p>Pick-up</p> <ul style="list-style-type: none"> • Wrap 16:15 or 17:30 Under canopy • YR 15:05 Back YR gate • KS1 15:15 Under canopy • Y3/4/6 15:15 Front of school • Y5 15:20 Front side gate 	
			Playtime timings	<p>Playtime Timings</p> <ul style="list-style-type: none"> • Dragonflies: flexible, using own outside area, separated from Early Days • 10:20: KS1 & KS2 (using wellies corridor) 	
			Lunch arrangements, including timings	<ul style="list-style-type: none"> • At lunch, there will be two sittings, with classes eating together in the dining-hall but alongside other classes in that sitting. • Sitting I <ul style="list-style-type: none"> • 11:40 YR • 11:45 Y1 • Sitting II <ul style="list-style-type: none"> • 12:20 Y2 • Surfaces to be cleaned between sittings and after second sitting by MMS • KS2 classes will eat their lunches in their classrooms, as before 	All Staff

				<ul style="list-style-type: none"> • Midday meals supervisors consistently model and refer to good (safe) practice, especially in maintaining good hygiene and ventilation, responding, as necessary, to the CO₂ monitor readings in small hall 	
	All	Minimising infection from surfaces & objects	Wiping & washing Classroom doors	<ul style="list-style-type: none"> • SBM/PM to ensure sufficient materials • Water bottles should remain on the pupil's desk (Y2+) during the day and not be placed in a communal location • Milk and fruit for YR/KS1, if available, should be dispensed and handled by one member of staff (wearing disposable gloves or having thoroughly washed hands), not by pupils • Good ventilation to be maintained with classroom doors (with magnetic self-releasing catches) and windows to be open whenever possible • CTs to ensure that classroom windows are closed if the fire alarm sounds; SBM/PM/HT to ensure that windows and doors of unoccupied rooms that they pass as they exit are shut in the event of a fire alarm 	Pupils Teacher TA SBM PM Cleaners
			End-of-day cleaning	<ul style="list-style-type: none"> • Full clean at the end of the day to clean and disinfect frequently touched objects and surfaces, including: <ul style="list-style-type: none"> • Classroom desks and tables • Bathroom facilities (including toilet seats, taps and flush levers and buttons) • Backs of seats • Door and window handles • Light switches • Reception desks • Computer equipment (including keyboards and mouse controls) • Telephones • Buttons on coded doors • Telephones in admin area cleaned each day; other users avoided but, if necessary, to be wiped afterwards 	Seeclear PM

				<ul style="list-style-type: none"> • Sanitising wipes to be by communal phones (office x3, SBM, SENDCo, Music Room, staffroom) and photocopier to enable users to clean before and after use 	
	All	Initial Handwashing		<ul style="list-style-type: none"> • Coronavirus (COVID-19) is an easy virus to kill when on skin, either with soap & running water or hand sanitiser • Children will handwash on arrival at school • Provide soap and paper towels in all classrooms and in key locations • Make alcohol-based hand sanitiser available to <u>adults</u> in classrooms, in key locations (Hall, Reception, etc); adults to use hand sanitiser in Reception on arrival and on leaving • Children not to bring in either hand sanitiser or E45 cream unless sanctioned following parent discussion 	Teacher/TA (SBM/PM to ensure sufficient materials)
	All	Regular handwashing		<ul style="list-style-type: none"> • Regular handwashing enforced • Posters promoting correct techniques on display and reviewed by adults • Make sure everyone is washing their hands with soap and water for at least 20 seconds across the school day, particularly: <ul style="list-style-type: none"> • After coming into school • On return from playtime • After sneezing or coughing • Before and after handling or eating food • After going to the toilet • Before accessing the library • Before and after PE • Whole-class handwashing to use conga method around the room, to ensure sufficient time is given to soaping hands • Encourage pupils and staff to avoid touching their face with unwashed hands 	Supervised by Teacher/TA

				<ul style="list-style-type: none"> • E45 barrier cream available in classes, if necessary, for children with particularly chapped hands from a pump action dispenser 	
	Staff	Identify asymptomatic staff members		<ul style="list-style-type: none"> • COVID Co-ordinator to co-ordinate identification • In line with Government requirements, school staff to be encouraged to self-test at home with LFTs on Sunday evening/Monday morning and Wednesday evening/Thursday morning, reporting their results both at school and online to the Government • Positive results are to be conveyed promptly to the school and staff involved to self-isolate and immediately follow guidance 	
	All	Identify asymptomatic household members		<ul style="list-style-type: none"> • Staff and school families to be made aware that their households can self-test at home with LFTs twice weekly and relevant links to be made available • Ensure families know that this initiative does not include primary children themselves 	
	All	Elimination of infected individuals from site	<p>No adult or child to come onto site or remain on site if they have:</p> <ul style="list-style-type: none"> • symptoms • diagnosis confirmed or suspected in last 10 days 	<ul style="list-style-type: none"> • Staff and parents to be made aware of symptoms: <ul style="list-style-type: none"> • a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature) • a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual) • a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal • Key advice to be flagged to all staff and given to parents, as necessary, in both electronic and paper formats, as required, and to be put on the school website 	HT Staff Parents

			<ul style="list-style-type: none"> • <u>Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection</u> • <u>Testing for Coronavirus (COVID-19)</u> • <u>Get a free NHS test to check if you have coronavirus</u> • If it is felt that a family will struggle to access testing, consideration to be given to the option of giving one of school's small stock of testing kits • Guidance documents will be available on Teams and on COVID-19 section of the school's website • NB Testing is most effective within 3 days of developing symptoms • Parents to be advised to follow <u>Testing for Coronavirus (COVID-19)</u> to engage with NHS Test and Trace and arrange testing • Staff testing – self-referral or HT referral to be triggered • Staff who have had COVID-19 within 90 days should now continue to test • Self-isolation guidelines to be adhered to – conference room to be used; staff to wear PPE • Sign to be displayed making clear that conference room in use for isolated individual • Suspected infected individual to use disabled toilet • Conference room, disabled toilet and key areas to be cleaned before re-use with normal household bleach • Everyone who has had contact with someone who is unwell must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser • DW to liaise with staff and families of pupils to ensure that correct isolation period has been observed 	
	All	Avoidance of infected individuals	<ul style="list-style-type: none"> • Clear overview e-mailed to all staff and parents/carers, with relevant documents (see above) 	HT Staff Parents

		coming onto site		<ul style="list-style-type: none"> • Parents/carers to be reminded of symptoms and asked to confirm absence by phone to the office; if staff have concerns about symptoms, child's admission to be reviewed • Parents/carers to be clear that families should follow the relevant guidance when returning to England from other countries - <u>Travel to England from another country during coronavirus (COVID-19)</u> • Parents/carers must advise the school if their children are self-isolating, as above 	SBM PM Cleaners
	All	Maximising respiratory hygiene	<ul style="list-style-type: none"> • Catch it • Bin it • Kill It 	<ul style="list-style-type: none"> • Posters reiterating message around school • Ensure all classrooms and key areas have tissues available • Importance of sneezing/coughing into elbow if unable to get to tissue in time • Staff praise and reinforce correct behaviour • Bins identified to children • Bins emptied daily, or more frequently, as necessary • Staff to stand back if removing bag from a bin to avoid rush of air • Classrooms will be well ventilated, with windows/doors open to capacity when children aren't in the classroom to give a ventilation blast • In classrooms and the small hall, CO₂ monitors are placed: <ul style="list-style-type: none"> • At head height when seated • Away from ventilation outlets, such as grilles or windows • At least 0.5 metres away from occupants of the space being monitored • Where the CO₂ monitor reading exceeds 800ppm, ventilation will be increased in the necessary space(s), with the room being evacuated as a final resort until the reading is acceptable 	Teacher/TA (SBM/PM to ensure sufficient materials)

				<ul style="list-style-type: none"> • Suggestions made to parent body: <ul style="list-style-type: none"> • Avoiding congregation at drop-off/collection • Wearing masks when dropping off and picking up • Dropping off/picking up alone, i.e. without other adults in the family • Keeping their children by their side at drop-off until the school doors open • Where possible, telephones and computer terminals/laptops should only be used by designated users and not shared; where this is not possible then sanitising wipes left by these devices should be used to clean equipment before and after use • Office staff to liaise with staff and families of pupils to ensure that correct isolation period has been observed 	
	All	PE sessions	Clothing, PE delivery and equipment	<ul style="list-style-type: none"> • Children to attend school wearing PE kit on days when PE is scheduled • Children to wash hands before and after PE sessions • Outdoor PE to be prioritised when possible • Equipment to be wiped at the end of each session, if not individual to the child 	CTs Aspire
	All	Fire Alarm	Fire signage Fire drill	<ul style="list-style-type: none"> • Classes to line up, without spacing between children, but retaining spacing between classes • Fire drill to be run with classes in second week after return 	PM JC
	All	Maintaining First Aid Provision Accidents Supporting and Containing	First aiders Management of children with symptoms	<ul style="list-style-type: none"> • See separate guidance on what to do if a child/adult is displaying symptoms • Parents reminded of symptoms to be alert to, including anosmia; if in any doubt, parents should keep their child at home to avoid risking infection of child's class • Minor low level first aid to be dealt with by class staff using first aid kits; non-minor first aid and routine 	DW SB First aiders SBM

		Children with Symptoms		<p>medication to be dealt with by office staff who will judge whether interaction requires PPE, including visor for face</p> <ul style="list-style-type: none"> • If children displaying symptoms, class staff to phone office, explaining symptoms, and office staff member will collect child • Ensure that all parent aware that admission to school grounds will be blocked if a diagnosis of Covid-19 is confirmed or suspected and that children with temperature above 37.8 should not be on site • Consider if pupil is hot from running/cycling into school and clothing/weather – check temperature using contactless infra-red thermometer if concerned and confirm with aural thermometer if in doubt • Make sure staff in school know that they should: <ul style="list-style-type: none"> • Observe strict no contact rule • Contact Parent/Guardian with instructions to take home and consult medical aid and contact school once outcome known • Isolate pupils in Conference Room • Wash their hands for 20 seconds after making contact with the ill pupil • Use PPE equipment, as appropriate • Conference Room identified as a room that sick pupils can be kept in until parents come to collect them, as it has: <ul style="list-style-type: none"> • A door you can close • A window you can open for ventilation • Separate toilets they can use • A separate exit from which children can be collected and which can be opened to promote air circulation 	
			Management of space following	<ul style="list-style-type: none"> • Clean and disinfect surfaces the person has come into contact with, including: 	

			<p>treatment of child with Symptoms</p>	<ul style="list-style-type: none"> • Objects visibly contaminated with bodily fluids • All potentially contaminated high-contact areas (e.g. bathrooms, door handles, telephones, grab-rails in corridors and stairwells) <p>(Public areas they've passed through briefly (e.g. corridors) which aren't visibly contaminated with body fluids do not need to be cleaned)</p> <ul style="list-style-type: none"> • When cleaning hard surfaces and sanitary fittings, use: <ul style="list-style-type: none"> • Disposable cloths, or • Paper rolls and disposable mop heads • When cleaning and disinfecting, use one of the following: <ul style="list-style-type: none"> • A combined detergent/disinfectant solution at a dilution of 1,000 parts per million available chlorine • A household detergent, followed by a disinfectant with the same dilution as above • An alternative, effective disinfectant • Make sure all cleaning staff: <ul style="list-style-type: none"> • Wear disposable gloves and apron • Wash their hands with soap and water once they remove their gloves and apron • If there's visible contamination with body fluids, consider providing cleaning staff with a surgical mask or full-face visor • Wash any possibly contaminated fabric items in a washing machine; clean and disinfect anything used for transporting these items with standard cleaning products • Launder any possibly contaminated items on the hottest temperature the fabric will tolerate • If items can't be cleaned using detergents or laundering (e.g. upholstered furniture), use steam cleaning 	
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				<ul style="list-style-type: none">• Dispose of any items that are heavily soiled or contaminated with body fluids• Keep any waste from possible cases and cleaning of those areas (e.g. tissues, disposable cloths and mop heads) in a plastic rubbish bag and tie when full• Place these bags in a suitable and secure place away from children and mark them for storage in locked part of the school• Wait until the test results are known before taking the waste out of storage• If the individual tests negative, put the bags in with the normal waste; if the individual tests positive, place in locked part of school for 72 hours	
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2. Spread of virus out to parents/other family members and in to school	All	Drop-off & pick-up arrangements	Parents/carers encouraged to consider ways in which to reduce the spread of virus in their communication with the school	<ul style="list-style-type: none">• Otters and Foxes to be encouraged to walk in, unaccompanied – parents with no younger children to use drop-off zone if driving• In anticipation of the spike predicted by SAGE, following the return to school, suggestions made to parent body:<ul style="list-style-type: none">• Avoiding congregation at drop-off/collection• Wearing masks when dropping off and picking up• Dropping off/picking up alone, i.e. without other adults in the family• Keeping their children by their side at drop-off until the school doors open• As much communication as possible encouraged via e-mail or telephone• Gates unlocked between 08:40 and 09:00 and 15:05 and 15:25 and then again from 16:15 for Wrap• Restored Drop-off and Pick-ups:<table><tr><td colspan="3">Drop-off</td></tr><tr><td>• Wrap</td><td>08:00</td><td>Front of school</td></tr><tr><td>• YR</td><td>08:40</td><td>Back YR gate</td></tr><tr><td>• KS1</td><td>08:40</td><td>Front of school</td></tr><tr><td>• Y3/4/6</td><td>08:40</td><td>Front of school</td></tr><tr><td>• Y5</td><td>08:45</td><td>Front side gate</td></tr><tr><td colspan="3">Pick-up</td></tr><tr><td>• Wrap</td><td>16:15 or 17:30</td><td>Under canopy</td></tr><tr><td>• YR</td><td>15:05</td><td>Back YR gate</td></tr><tr><td>• KS1</td><td>15:15</td><td>Under canopy</td></tr><tr><td>• Y3/4/6</td><td>15:15</td><td>Front of school</td></tr><tr><td>• Y5</td><td>15:20</td><td>Front side gate</td></tr></table>	Drop-off			• Wrap	08:00	Front of school	• YR	08:40	Back YR gate	• KS1	08:40	Front of school	• Y3/4/6	08:40	Front of school	• Y5	08:45	Front side gate	Pick-up			• Wrap	16:15 or 17:30	Under canopy	• YR	15:05	Back YR gate	• KS1	15:15	Under canopy	• Y3/4/6	15:15	Front of school	• Y5	15:20	Front side gate	Teachers TAs Parents
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	All	Water bottles	Water bottles	<ul style="list-style-type: none"> • Water bottles to be sent home empty and returned cleaned and refilled • Children without water bottle on day to be given disposable cup 	Teachers TAs Parents
	All	Reducing risk from reading books and lunchboxes potentially carrying virus	Wiping additional items Treatment of books	<ul style="list-style-type: none"> • Parents advised to wipe reading books before sending in and on getting home • No additional items beyond reading books, KIT Book, water bottles, sun cream (when needed) and lunchboxes (if packed lunches) to travel between school and home • Class staff advised to hand wash and/or use hand sanitiser as appropriate if reviewing KIT Books, or choosing to review and give feedback on children's paper learning • Online homework using Google Classroom to continue as a regular class initiative, at least weekly 	Teachers/TAs Parents SC
	All	Minimising risk from lunchboxes carrying virus	Lunchboxes	<ul style="list-style-type: none"> • Lunchboxes not to be handled by adults or other children • Children clear that they shouldn't touch another child's lunchbox • Children should be able to open packaging of all elements of lunchbox without adult assistance 	Teachers TAs
	All	Other items moving between school and home	PE kit	<ul style="list-style-type: none"> • Parents to be told which days there will be PE • PE kit and shoes (and coat) to be worn into school on specified days and worn home • School uniform to be worn on other days; suggestion that parents/carers consider washing uniform at least weekly 	Teachers TAs Parents
	All	Water bottles	Water bottles	<ul style="list-style-type: none"> • Water bottles to be sent home empty and returned cleaned and refilled • Children without water bottle on day to be given disposable cup 	Teachers TAs Parents

3. Spread of virus to others	All	Reducing visitors to site	Deliveries	<ul style="list-style-type: none"> • Office staff to liaise with Brakes • Avoid any manual handling that requires a two-person lift • Check with Premises Manager about any manual handling issues 	Office staff PM
4. Spread of virus to staff and between staff/into homes	All	Reducing risk of respiratory infection	Social distancing	<ul style="list-style-type: none"> • Staff to consider signing in with own pen on arrival • Staff to use hand sanitiser on arrival and on departure, as well as during the day • Staff to clean computers at communal workstations before using and accessible telephones (office x3, SENDCo, SBM, staffroom, music room); cleaning agents to be by devices • Hatch to office to be open each day to enable staff communication with admin staff without entering office • All staff toilets to be equipped with sanitised wipes and/or disinfectant spray and paper towels • Share risk assessment with colleagues and circulate, putting on TEAMS and the website 	PM All
	All	Maximising surface & object cleanliness	Registers and paper resources	<ul style="list-style-type: none"> • Pupil lists to be ticked daily in class and attendance to be phoned through to office staff to complete registers online or staff to use SIMS, depending on personal choice • Staff to hand wash if risk of contamination by others handling documents 	All
	All	Monitoring staff health to maintain sufficient staff to cover	Staff becoming unwell	<ul style="list-style-type: none"> • Staff should inform the Headteacher at the earliest opportunity if they have concerns about being well enough to attend school • Symptoms for staff to be alert to clearly up around school • At the end of each day everyone should conduct their own 'wellness' check; if there are any concerns or staff feel unwell then these should be raised with the headteacher immediately 	Teachers TAs
	All	Reducing infection	Classes	<ul style="list-style-type: none"> • Be outside as much as possible • Try, where possible, to avoid close contact with children 	Teachers TAs

		through contact with large numbers of children		<ul style="list-style-type: none"> • If this is not possible, e.g. hearing, reading, etc, stand behind children (on basis that risks to adults are greater than to children) or beside them • Try, where possible, to avoid face-to-face contact 	
	DL/LA	Reducing possible infection	Wraparound	<ul style="list-style-type: none"> • Tables to be wiped down after each session • AM – Children sanitise hands before entering Hall • AM – Breakfast delivered by trolley, children taking food from the trolley themselves • PM - Children sanitise hands before entering Hall 	DL/LA
	Peripatetic teachers, including supply teachers	Reducing possible infection	Management of peripatetic teachers	<ul style="list-style-type: none"> • School risk assessment to be made available to peripatetic teachers - see brief summary below: <ul style="list-style-type: none"> • Sign in, preferably with own pen • Sanitise on arrival and departure • Make sure the room is well ventilated • Avoid close contact, where possible, with pupils and staff • Wipe surfaces that have been touched by a student or by you • Model the three key messages <ul style="list-style-type: none"> • Washing hands • Bin it, catch it, kill it • Not touching face • Use staff toilets next door to conference room • Provision of hand sanitiser for peripatetic teacher in teaching area • Photocopying facilities to be available to eliminate the sharing of sheet music • Seating in room to enable teacher and pupil(s) to exercise social distancing, where possible • Music peripatetic staff to use phone to ring class to collect the next pupil to avoid visiting classes 	Peripatetic teachers PM

	Volunteers	Reducing possible infection	Management of volunteers	<ul style="list-style-type: none"> •Volunteers to take an LFT before coming into school •Volunteers are likely to be in an older demographic than most adults in school and therefore to be more vulnerable •Where volunteers have read and are comfortable with the school risk assessment and would like to return to supporting the children’s learning, though they should wear a mask (available at Reception, if they don’t have their own) and/or a visor, if they prefer •Provision of hand sanitiser alongside volunteer •When supporting reading, volunteer to sit alongside the child, minimising touching of book, and to sanitise hands after each 1:1 session 	
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NB Staff must be fully familiar with all of the contents of this risk assessment and ensure that they promote the control measures detailed within it. In addition, where staff identify an additional risk or an issue within the measures proposed or observed practice, they should raise it with the HT so that the risk assessment can be reviewed with a view to making it more robust.