

Significant Findings of Risk Assessment



Site / Premises: Abbey Mead Primary Academy	Assessment Carried Out By	Assessment Serial Number: 003 – 13/04/2022 Final Version		
Department: COVID Health & Safety Risk Assessment	Name: Clare Holland	Date Carried Out or Reviewed	Date for Next Review	Reviewed By (Name)
Activity / Process: School activities during COVID 19 outbreak – Final guidance <ul style="list-style-type: none"> All normal working practices should be assumed to continue unless they need to be changed for the duration. 	Signature:	29/07/2021	16/08/21	
	Responsible Manager / Team Leader etc	13/04/2022	In line with Government Guidance	Clare Holland
	Name: Gary Aldred			
	Signature:			

Risk Rating.

The Risk Rating process is provided for guidance only. It is the risk assessors' evaluation of the risks that is important, and this may differ from the result indicated by the risk rating matrix. Even after taking the risk rating into consideration employers still have a duty to ensure that sufficient and adequate control measures are in place to ensure that any remaining risks are kept as low as is reasonably practicable.

Risk Assessment Completion -

From 1 April 2022 the Government removed the health and safety requirement for every employer to explicitly consider COVID-19 in their risk assessments.

In line with Government & HSE Guidance, Covid 19 is now considered solely a Public Health issue, and not a Health & Safety at Work matter.

Therefore, although the Government still 'expects' people to continue with some previous measures – hand washing, ventilation, cleaning etc – these are now under a Public Health banner, rather than a Health & Safety banner, and are not directed by health & safety risk assessments.

And in line with this Guidance there is now no longer a specific requirement for Covid 19 risk assessments.

Test kit stock in schools

The DfE has clarified the situation relating to test kit stocks that schools may still be holding:

Regular asymptomatic testing is no longer recommended in any education or childcare setting, including in SEND, alternative provision, and children's social care settings.

UKHSA will be issuing further communications in due course about how to manage surplus stock. In the meantime, remaining self-test kits and

ATS (onsite) test kits should continue to be stored.

Surplus test kits should not be given to staff, pupils or students.

You should not continue to hand out test kits to staff or pupils or dispose of text kits (unless they have expired) because they may be used in the future, such as to be used in another setting (e.g. health care) or to help manage a variant of concern. Expired stock is classified as municipal waste and may be disposed of with other waste.

What are the Hazards? (What can go wrong)	Who might be Harmed & How?	Existing Control Measures (What are you already doing to manage the hazards/risks?)	Risk Rating with controls in place			Additional Controls Required (Where the existing controls are insufficient to reduce the risk to an acceptable level) Use the scoring table below to assist in planning actions.	Additional Action Completed (Initials)
			Like likelihood	Impact / Severity	Risk Rating Score		
Catching or Spreading COVID 19	Staff, Pupils, Visitors	<p>As of 1st April 2022</p> <p><u>COVID Testing & UKHSA Guidance</u></p> <p>There is no legal requirement for testing. Adults with the symptoms of a respiratory infection, and who have a high temperature or feel unwell, should try to stay at home and avoid contact with other people until they feel well enough to resume normal activities and they no longer have a high temperature. Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people. They can go back to school, college or childcare when they no longer have a high temperature, and they are well enough to attend.</p> <p>Adults with a positive COVID-19 test result should try to stay at home and avoid contact with other people for 5 days, which is when they are most infectious.</p> <p>For children and young people aged 18 and under with a positive COVID-19 test result, the advice is 3 days.</p> <p>Staff or pupils aren't required to test negative on 2 consecutive days before returning to school.</p> <p>Hand washing, ventilation, cleaning remains as control measures in managing COVID 19.</p> <p><u>Respiratory infections, including coronavirus (COVID-19)</u></p> <p>Respiratory infections are common in children and young people, particularly during the winter months. Symptoms can be caused by several respiratory infections including the common cold, COVID-19, flu, and respiratory syncytial virus (RSV).</p>	2	2	4		Whole School Staff

		<p>For most children these illnesses will not be serious, and they soon recover.</p> <p>Symptoms</p> <p>Children with respiratory infections can experience a range of symptoms including a runny nose, high temperature, cough and sore throat.</p> <p>It is not possible to tell which germ someone is infected with based on symptoms alone.</p> <p>Some children aged under 2 years, especially those with a heart condition or born prematurely, and very young infants, are at increased risk of hospitalisation from RSV.</p> <p>Spread</p> <p>Respiratory infections can spread easily between people. Sneezing, coughing, singing and talking may spread respiratory droplets from an infected person to someone close by.</p> <p>Droplets from the mouth or nose may also contaminate hands, eating and drinking utensils, toys or other items and spread to those who may use or touch them, particularly if they then touch their nose or mouth.</p> <p>Exclusion</p> <p>Children with mild symptoms such as a runny nose, sore throat, or mild cough, who are otherwise well, can continue to attend their education or childcare setting.</p> <p>Children and young people who are unwell and have a high temperature should stay at home and where possible avoid contact with other people. They can go back to education or childcare setting when they no longer have a high temperature and they are well enough.</p>					
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	<p>If a child or young person has a positive COVID-19 test result they should try to stay at home and where possible avoid contact with other people for 3 days after the day, they took the test. The risk of passing the infection on to others is much lower after 3 days, if they feel well and do not have a high temperature.</p> <p>Children and young people who usually attend an education or childcare setting and who live with someone who has a positive COVID-19 test result should continue to attend as normal.</p> <p>Do</p> <p>Ensure that any children and young people who have a high temperature and are unwell do not attend the education or childcare setting until they no longer have a high temperature and are well enough to attend.</p> <p>Encourage all children with respiratory symptoms to cover their mouth and nose with a disposable tissue when coughing and sneezing and to wash their hands after using or disposing of tissues.</p> <p>Advise children or young people with a positive COVID-19 test result try to stay at home for 3 days after the day they took their test.</p> <p>Advise all staff and students to follow the 'Living safely with COVID-19' and other respiratory infections guidance.</p> <p><u>Continuing Good Hygiene Precautions</u></p> <p>Welfare facilities are provided which contain suitable levels of soap and hand sanitiser.</p> <p>All persons to wash hands with soap regularly and thoroughly, for at least 20 seconds. Hands should then be dried using disposable towels etc, which should be disposed of into the foot pedal bins provided.</p>					
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		<p>Tissues will be provided for employees, SEN & early years children, along with bins provided for their disposal.</p> <p>All persons should use a tissue when coughing or sneezing and then place the used tissue in the foot pedal bins provided before washing their hands. If a tissue is not available coughing or sneezing into the crook of the elbow, with washing hands afterwards is an acceptable alternative. Follow good respiratory hygiene and skin cleaning hygiene measures at all times.</p> <p>Ensure frequent hand washing/sanitising is carried out by all persons throughout the day, including as examples -</p> <ul style="list-style-type: none"> • Before & after eating or handling food. • After sneezing, nose blowing & coughing or using tissues. • When accessing frequently touched surfaces & shared areas. • Before & after touching the face. • Upon returning home. <p>After washing, hands should then be dried using disposable towels etc, which should be disposed of into the bins provided.</p> <p>For pupils regular hand washing / sanitising would also include washing / sanitising their hands, on arrival, after breaks, before & after lunch, after using the toilet and when changing rooms (Younger children & SEN pupils may need additional support & encouragement or supervision for this).</p> <p>Clear signage and information are to be displayed reminding all persons of hygiene and hand washing requirements. This information should also be easily understandable to small children where necessary.</p>					
<p>Suspected case whilst on site or Positive PCR Test result</p>	<p>Staff, Pupils, Visitors</p>	<p><u>With Effect from 1st April 2022</u></p> <p>Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people. They can go back to school, college or childcare when</p>	2	2	4	<p>Hand washing, ventilation, cleaning remains as control measures in managing COVID 19.</p>	<p>Whole School Staff</p>

		<p>they no longer have a high temperature, and they are well enough to attend.</p> <p>Adults with a positive COVID-19 test result should try to stay at home and avoid contact with other people for 5 days, which is when they are most infectious.</p> <p>For children and young people aged 18 and under with a positive COVID-19 test result, the advice is 3 days.</p> <p>Staff or pupils aren't required to test negative on 2 consecutive days before returning to school.</p> <p><u>You should contact your UKHSA HPT if there is:</u></p> <p>A higher than previously experienced and/or rapidly increasing number of staff or student absences due to acute respiratory infection</p> <p>Evidence of severe disease due to respiratory infection, for example if a pupil, student, child or staff member is admitted to hospital</p>				
Travel off site	Staff, Pupils	<p>External Visits,</p> <ul style="list-style-type: none"> • Complete an Evolve Risk Assessment for all trips. No requirement to COVID as a specific risk. • Good hand hygiene and ventilation is recommended for all transport. 	1	2	2	All Staff
Contamination during Access to & egress from site	Staff, Pupils, Visitors	<p>Adults with the symptoms of a respiratory infection, and who have a high temperature or feel unwell, should try to stay at home and avoid contact with other people until they feel well enough to resume normal activities and they no longer have a high temperature.</p> <p>Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people. They can go back to school, college or childcare when they no longer have a high temperature, and they are well enough to attend.</p>	1	2	2	The additional year group entrances that were developed during the pandemic, will remain as these have provided additional safeguarding and supervision opportunities that we wish to continue All staff

		<p>Adults with a positive COVID-19 test result should try to stay at home and avoid contact with other people for 5 days, which is when they are most infectious.</p> <p>For children and young people aged 18 and under with a positive COVID-19 test result, the advice is 3 days. Staff or pupils aren't required to test negative on 2 consecutive days before returning to school.</p> <p>Hand washing, ventilation, cleaning remains as control measures in managing COVID 19</p> <p>Hand cleaning facilities or hand sanitiser should be available at the entrances/exits and throughout the school and should be used by all persons when entering and leaving.</p>					
<p>Contamination within Internal Areas</p>	<p>Staff, Pupils, Visitors</p>	<p>All persons are to wash & dry/sanitize their hands upon entering classrooms.</p> <p>Good hand hygiene will continue to be encouraged for all staff and pupils:</p> <ul style="list-style-type: none"> • Wash hands on entry and regularly thereafter. • Use alcohol-based hand sanitiser. • Wash hands if face is touched. • All hand contact surfaces to be regularly cleaned. <p>Hand wash and sanitisers have been placed in all classrooms. 1 classroom without a sink has primary access to the sink in the DT room which is in close proximity to the classroom. In addition, wall mounted dispensers have been located outside each classroom to allow for good hygiene.</p> <p>Good ventilation will continue to be encouraged: doors may be propped open to reduce contact points and increase ventilation, provided fire safety, security & safeguarding requirements are not compromised. Fire doors should not be held open – unless by the use of</p>	2	2	6	<p>The staggering of break and lunchtimes will half the number of pupils at each sitting will remain as this has offered improved safeguarding and supervision opportunities that the school wish to keep.</p>	<p>Whole School Staff</p>

	<p>devices that automatically release them in the event of a fire alarm activation. Consider fitting Maglocks (magnetic release devices) to doors where appropriate, but these must operate in a fail-safe way to ensure fire safety is maintained.</p> <p>Ensure occupied rooms are well ventilated, opening windows where possible (<i>The School management may need to give careful consideration to how far to open windows when rooms are occupied & unoccupied for the maintenance of thermal comfort</i>).</p> <p>Centralised ventilation systems that circulate air between different rooms only are to be turned off, and fresh air ventilation selected. <i>Ventilation systems that use a mix of recirculated and fresh air, or single room recirculating units are acceptable, and the use of desk fans etc may help to prevent pockets of stagnant air.</i></p> <p>Practical guidance has been shared with staff in regard to promoting natural ventilation throughout the building.</p> <p>High level windows are opened as a priority to promote air flow. In addition, all classroom doors should be pinned open when occupied to promote through flow; an assessment has been carried out of doors in order to ensure compliance with the fire risk assessment.</p> <p>Any fire doors that are required to be pinned open, have automatic door stops (audible release) which will close upon the activation of the fire alarm.</p> <p>Desk or ceiling fans can be used provided that the area is well ventilated but they should not be used in poorly ventilated Areas.</p> <p>Bins are to be provided in each main room to collect used tissues, and are emptied regularly.</p> <p>Drinking water fountains are not in use (Additional drinking water facilities may need to be provided - i.e. bottled water).</p>					
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Contamination in Outdoor Areas	Staff, Pupils	All the usual statutory inspection and monitoring routines to be continued, with no specific consideration for COVID.	1	2	2	All external play equipment will remain taped off by the site team and MDS will be told not to allow pupils on to the equipment.	Site Team & PE Lead
Work planning	Staff, Pupils,	No specific COVID considerations are required.	1	2	2		SLT
Cleaning	Staff, Pupils, Visitors	<p>A standard cleaning schedule will be implemented throughout the site, ensuring all areas are all thoroughly cleaned during the evening cleaning runs.</p> <p>Additional deep cleans will be arranged during school holidays, as detailed in cleaning contracts.</p> <p>Relevant PPE to issued to cleaning Team and Site Team. Disposal to be overseen by Site Team.</p> <p>Standard Cleaning protocol are as follows:</p> <ul style="list-style-type: none"> • A combined detergent disinfectant solution or chlorine-based cleaner is to be used. (COSHH assessment required) • Hand towels and hand wash are to be checked and replaced as needed by the Premises Officer and cleaning staff. • Enhance the cleaning regimes for toilet facilities, particularly door handles, locks and the toilet flush, etc. • Cleaners are to wear disposable or washing-up gloves and aprons for cleaning - (if cleaning a heavily contaminated area eye and respiratory protection should also be used). • When disinfecting, use disposable cloths, to first clean hard surfaces with warm soapy water, then disinfect the surfaces. • Cleaners are to wash & dry their hands after removing the PPE. <p>Cleaning supplies to be sourced from usual suppliers i.e. Jangro and Espo. All COSSH guidance to be followed regarding usage and storage.</p>	1	2	2		Site Team

		Lidded peddle bins have been placed in all classrooms. Bin liners should be used in all bins and bins emptied daily.				
Deliveries & Waste collection.	Staff, Pupils, Delivery drivers, Waste collection operators	If practicable drivers should wash or clean their hands before unloading goods and materials. Hands are to be thoroughly washed & dried after handling all deliveries or waste materials. Waste bags and containers - to be kept closed.	1	2	2	Site Team
Contractors	Staff, Pupils, Contractors	No specific COVID considerations are required. Site Team are to continue to meet all contractors at reception in order to brief them on the site specific information contained in the contractor folder in the main office.	2	2	4	Site Team
Poor hygiene	Staff, Pupils, Visitors	Good hand hygiene will continue to be encouraged for all staff and pupils: <ul style="list-style-type: none"> Wash hands on entry and regularly thereafter. Use alcohol-based hand sanitiser. Wash hands if face is touched. All hand contact surfaces to be regularly cleaned. Hand wash and sanitisers have been placed in all classrooms. 1 classroom without a sink has primary access to the sink in the DT room which is in close proximity to the classroom. In addition, wall mounted dispensers have been located outside each classroom to allow for good hygiene. Lidded peddle bins have been positioned in all classrooms and in reception for visitors to dispose of tissues and wipes. These bins will be emptied daily	2	2	4	Site Team
Canteen use - exposure from large numbers of persons	Staff, Pupils	Break and lunchtimes will remain staggered to reduce the number of pupils that are in the hall at any given time. This arrangement has provided the school with improved safeguarding and supervision during the very busy lunchtime period.	2	2	4	SLT, Site Team & MDSs

		<p>Some pupils will remain in their classrooms to eat to further reduce the number of pupils in the main hall.</p> <p>Staggered lunches will also reduce the number of pupils on the playground and therefore increased the opportunity for meaningful interaction and supervision of the children during play time</p>				
Use of Changing facilities, toilets, showers and drying rooms	Staff, Pupils	<p>There are no specific sports changing facilities at Abbey Mead. Pupils will come to school dressed in their PE kits on the days of PE to avoid the need for multiple classrooms to allow for changing.</p> <p>Intimate Care to be carried out according to existing school policy. Staff who are required to carry out intimate care will be provided with relevant PPE to carry out this task.</p> <p>All PPE used to be disposed of immediately and in accordance with current guidance.</p>	2	2	4	School Staff & Site team
Lack of awareness	Staff, Pupils, Visitors	<p>There is no longer a requirement for specific COVID signage but good hand hygiene will continue to be encouraged for all staff and pupils:</p> <ul style="list-style-type: none"> Wash hands on entry and regularly thereafter. Use alcohol-based hand sanitiser. Wash hands if face is touched. All hand contact surfaces to be regularly cleaned. <p>Hand wash and sanitisers have been placed in all classrooms. 1 classroom without a sink has primary access to the sink in the DT room which is in close proximity to the classroom. In addition, wall mounted dispensers have been located outside each classroom to allow for good hygiene.</p> <p>Lidded peddle bins have been positioned in all classrooms and in reception for visitors to dispose of tissues and wipes. These bins will be emptied daily</p>	2	2	4	Site Team

First Aid provision / Medical Needs	Staff Pupils, Visitors	There is no specific COVID guidance for first aid but all standard first aid precautions will be adhered to. Staff can continue to make use of face masks and face shields if undertaking first aid on a pupil with complex needs and where there is an increased likelihood of transmission of air board contaminants.	2	2	4		First aid qualified staff & Site Team
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Government & NHS Guidance

Coronavirus Guidance

<https://www.gov.uk/coronavirus>

Guidance on infection prevention and control for COVID-19

<https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>

Cleaning Guidance

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

HSE Guidance on alternative cleaning & disinfecting methods using fogging, mists etc

[Disinfecting using fog, mist and other systems during the coronavirus \(COVID-19\) pandemic - HSE news](#)

Promoting and supporting mental health and wellbeing in schools and colleges

[Promoting and supporting mental health and wellbeing in schools and colleges - GOV.UK \(www.gov.uk\)](#)

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Scoring Table

LEVEL OF RISK		OVERALL RATING		HOW THE RISK SHOULD BE TACKLED/MANAGED		
HIGH RISK		15-25		Immediate Management Action		
MEDIUM RISK		9-12		Plan for Change		
LOW RISK		1-8		Continue to Manage		
Likelihood (A)	5 Almost Certain	5	10	15	20	25
	4 Probable /Likely	4	8	12	16	20
	3 Possible	3	6	9	12	15
	2 Unlikely	2	4	6	8	10
	1 Very Unlikely / Rare	1	2	3	4	5
		1 Insignificant / Negligible	2 Minor	3 Moderate	4 Major	5 Critical / Catastrophic

Impact (B)

Risk Score

To calculate the Risk Score in the Risk Assessment Register above, simply multiply the Impact by the Likelihood to identify the level of risk as per the table above.

Risk Scoring Guide

Consider the potential harm or injury that could result from the identified hazard if an accident or incident were to occur, based on the table below.

Impact Criteria (B)	IMPACT	SCORE	HEALTH & SAFETY EFFECT
	Critical/ Catastrophic	5	Multiple deaths of employees, service users, members of the public, etc.
	Major	4	Death of an employee, service user, member of the public, etc.
	Moderate	3	Serious injury (acute, chronic of life-changing) to employee, service user or member of the public requiring medical intervention.
	Minor	2	Minor injury such as a bump or bruise that may require First Aid treatment and the person returns to work.
	Insignificant / Negligible	1	A day to day issue/problem but negligible harm would result.

Now consider the likelihood of that harm or injury being realised based on the expected frequencies in the table below.

Likelihood Criteria (A)	LIKELIHOOD	SCORE	EXPECTED FREQUENCY
	Almost Certain	5	Reasonable to expect that the event WILL undoubtedly happen/recur, possibly frequently and is probable in the current year
	Probable / Likely	4	Event is MORE THAN LIKELY to occur, will probably happen/recur, but is not a persisting issue. Will possibly happen in the current year and be likely in the longer term
	Possible	3	LITTLE LIKELIHOOD of event occurring. Not likely in the current year, but reasonably likely in the medium/long term.
	Unlikely	2	Event NOT EXPECTED . Do not expect it to happen/recur. Extremely unlikely to happen in the current year, but possible in the longer term.
	Very Unlikely /Rare	1	EXCEPTIONAL event. This will probably never happen/recur. A barely feasible event.