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| **Barnsley Metropolitan Borough Council**  **Risk Assessment Form (RA3)** |



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| **Task / Activity:** | **Schools - Covid-19** | **Ref:** |  |

***This risk assessment should be produced in conjunction with the current government guidance as highlighted below:***

[www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings](http://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings)

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| Directorate: | **Schools** | Date of Assessment: | **May 2020** |
| Business Unit: |  | Manager Responsible for Basic Activity: |  |
| Service / Function: | **Primary Schools** | Lead Risk Assessor for Basic Activity: |  |
| Location: |  | Risk Assessment Team Members ((e.g. employees, supervisors, managers, safety reps etc) |  |

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| **Hazard** | **Risks** | **Control Measures** | **Actions Required** | **Person Responsible and Target Date** |
| Schools Premise | Personal injury    Fire  Legionella  Infection of coronavirus | * Undertake a workplace inspection to ensure adequate working environment, equipment, fire safety and emergency arrangements are in place. * Fire Risk Assessment to be reviewed and the Fire log-book is up to date. * Legionella checks are to be up to date. * Electrical, gas and ventilation systems checks are up to date. * Increased cleaning regime. |  |  |
| Infection Control | Infection of coronavirus  Dealing with direct transmission (e.g. close contact with those sneezing/coughing) and indirect transmission (e.g. touching contaminated surfaces | * Minimise contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges. * Cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered. * Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach. * Cleaning frequently touched surfaces often using standard products (such as detergents and bleach). * Minimise contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times) |  |  |
| PPE (including face masks/coverings) | Spread of infection (coronavirus) | The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others.  PPE is only needed in a very small number of cases including:   * Children whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way. * If a child becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eye e.g. from coughing, spitting, or vomiting, then eye protection should also be worn. |  |  |
| Shielded and clinically vulnerable children | Infection of the coronavirus to vulnerable children | * For the vast majority of children coronavirus is a mild illness. However children [classed as clinically extremely vulnerable due to pre-existing medical conditions](https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/covid-19-guidance-on-protecting-people-most-likely-to-get-unwell-from-coronavirus-shielding-young-peoples-version) have been advised to shield. * These children are not expected to attend school, and they should continue to be supported at home as much as possible. Clinically vulnerable (but not clinically extremely vulnerable) people are those considered to be at a higher risk of severe illness from coronavirus. A small minority of children will fall into this category, and parents should follow medical advice if their child is in this category. * Children should not attend school if they have symptoms or are self-isolating due to symptoms in their household. |  |  |
| Shielded and clinically vulnerable adults | Infection of the coronavirus to vulnerable adults | * Clinically extremely vulnerable employees (advised by their clinician or through a letter) are advised not to work outside the home. * Employees to follow shielding measures in order to keep themselves safe. Staff in this position are advised not to attend work. Read [COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable](https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19) for more advice. * Clinically vulnerable employees who are at higher risk of severe illness (for example, people with some pre-existing conditions as set out in the [Staying at home and away from others (social distancing) guidance](https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing#clinically-vulnerable-people) have been advised to take extra care in observing social distancing and should work from home where possible. To support this school may ask staff to support remote education, carry out lesson planning or other roles which can be done from home. * If clinically vulnerable (but not clinically extremely vulnerable) individuals cannot work from home, they should be offered the safest available on-site roles, staying 2 metres away from others wherever possible, although the individual may choose to take on a role that does not allow for this distance if they prefer to do so. If they have to spend time within 2 metres of other people, school must carefully assess and discuss with them whether this involves an acceptable level of risk. * Employees should not attend school if they have symptoms or are self-isolating due to symptoms in their household. |  |  |
| Living with a shielded or clinically vulnerable person | Transmission of the coronavirus | * If a child or a member of staff lives with someone who is clinically vulnerable (but not clinically extremely vulnerable) including those who are pregnant, they can continue to attend school. * If a child or staff member lives in a household with someone who is extremely clinically vulnerable, as set out in the [COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable guidance](https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19), it is advised they only attend school if stringent social distancing can be adhered to and, in the case of children, they are able to understand and follow those instructions. This may not be possible for very young children and older children without the capacity to adhere to the instructions on social distancing. If stringent social distancing cannot be adhered to, the child is not expected to attend. They should be supported to learn or work at home. |  |  |
| Class/groups sizes | Infection of the coronavirus | * Reduce contact between people as much as possible e.g. only mix in a small, consistent group and that small group stays away from other people and groups. * Where possible keep children in those small groups 2 metres away from each other. While in general groups should be kept apart, brief, transitory contact, such as passing in a corridor, is low risk. * For pre-school children in early years settings, the staff to child ratios within [Early Years Foundation Stage](https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2) (EYFS) continue to apply as set out here. * For primary schools, classes should normally be split in half, with no more than 15 pupils per small group and one teacher (and, if needed, a teaching assistant). If there are any shortages of teachers, then teaching assistants can be allocated to lead a group, working under the direction of a teacher. * Vulnerable children and children of critical workers in other year groups should also be split into small groups of no more than 15. Desks should be spaced as far apart as possible. * Avoid contact with anyone with symptoms * Frequent hand cleaning and good respiratory hygiene practices * Regular cleaning of settings * Minimising contact and mixing |  |  |

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| Manager’s Assessment Acceptance Statement | |
| I accept the details of the assessment and will ensure that the risk control measures identified, any risk control actions identified and monitoring requirements are acted upon within the given time scales. | |
| Manager’s Signature |  |
| Date |  |
| Date of planned review (not to exceed 12 months) |  |
| Date of planned full re-assessment (not to exceed 24 months) |  |