

## RISK ASSESSMENT RECORDING FORM

Location or School	Date assessment	Assessment undertaken
Address: ST Peter's Catholic Primary School	Undertake 31.12.2020	by : Jeanne Fairbrother and Sarah Parry
Activity or situation:	Review	Signature: SJParry
EY – Tier 3	date : Weekly review or as appropriate	
	for the activity	

hese are a temporary set of measures which sit alongside your latest version RA 029 Full opening of school.

## **Tier 3: High Alert**

Liverpool, Merseyside & Wirral were put into Tier 3: Very High Alert restrictions which came into force on Thursday 31stDecember 2020.

This addendum reflects any additional control measures in Early Years settings which will be affected during the period in Tier 3:

- staff who are pregnant
- use of face coverings
- clinically extremely vulnerable pupils
- clinically extremely vulnerable staff
- wraparound provision and extra-curricular activity
- physical activity in schools

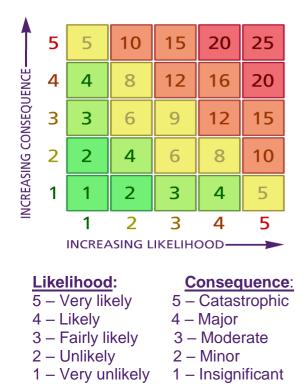
## Background

The DfE has published <u>actions for schools during the coronavirus (COVID-19) outbreak</u>. Schools should continue to review their full opening of school risk assessments and implement the system of controls set out in this guidance. These measures provide a framework for school leaders to put in place proportionate protective measures for pupils and staff. If schools follow the guidance and maximise control measures, they can be confident they are managing risk effectively.

1) Hazard / Activity	2) Who can be harmed and how?	3) What controls exist to reduce the risk? Have you followed the hierarchy of controls (eliminate, substitute etc)	Risk Score Consequence X Likelihood	4) Any further action; This should be included in the action plan on overleaf
Staff working across tiers – increased risk of transmission	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul> <li>Public sector employees working in essential services, including childcare or education, should continue to go into work in Tier 3 &amp; 4</li> <li>Tier 4 Staff can leave home for work purposes</li> <li>Staff can travel form Tier 4 into other tiers for work</li> </ul>	3X2=6	
Clinically extremely vulnerable Children at increased risk of contracting COVID 19	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul> <li>Tier 3 - All pupils and students should continue to attend education settings at tiers 1, 2,3 unless they are one of the very small number of pupils or students under paediatric or other NHS care and have been advised by their GP or clinician not to attend an education setting.</li> <li>Children and young people whose parents or carers are clinically extremely vulnerable should also continue to attend education settings.</li> </ul>	3X2=6	
Clinically extremely vulnerable CEV staff at increased risk of contracting COVID 19	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul> <li>Employees working in essential services including childcare or education, should continue to go into work.</li> <li>School will discuss flexibilities that support CEV staff, such as staggered start times to reduce travel during rush hour.</li> <li>All other staff continue to attend work, including those living in a household with someone who is clinically extremely vulnerable.</li> </ul>	3X2=6	
Clinically vulnerable staff and children at increased risk of contracting COVID 19	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul> <li>Staff and children who are clinically vulnerable or have underlying health conditions but are not clinically extremely vulnerable should continue to attend school in line with current guidance.</li> <li>School will carry out a risk assessment on each member of staff identified as clinically vulnerable</li> <li>Staff should follow all measures in pace in school for their safety.</li> </ul>	3X2=6	
Pregnant employees at increased risk of contracting COVID 19	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul> <li>School will carry out a risk assessment to follow the Management of Health and Safety at Work Regulations 1999 (MHSW). See RA 009 New &amp; expectant mother v5 Jan 2021 risk assessment</li> </ul>	3X2=6	

Pregnant women are considered 'clinically vulnerable' or in some cases 'clinically extremely vulnerable' to coronavirus (COVID-19) and therefore require special consideration as set out in the guidance for pregnant employees. Out-of-school activities and wraparound childcare increased risk of contracting COVID 19	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul> <li>Pregnant women of any gestation should not be required to continue working if this is not supported by the risk assessment.</li> <li>Women who are 28 weeks pregnant and beyond, or are pregnant and have an underlying health condition that puts them at a greater risk of severe illness from COVID-19 at any gestation, should take a more precautionary approach.</li> <li>School will ensure pregnant staff are able to adhere to any active national guidance on social distancing and/or advice for pregnant women considered to be clinically extremely vulnerable.</li> <li>Out-of-school settings and wraparound childcare should continue to operate for face-to-face provision between 4 and 18 January 2021 for children who eligible to attend school for full-time on-site provision</li> </ul>	3X2=6	
		<ul> <li>School has worked closely with our external wraparound providers to ensure as far as possible; children can be kept in a group with other children from the same bubble they are in during the school day.</li> <li>The provider will seek to keep children in small, consistent groups with the same children each time, as far as this is possible.</li> </ul>		
Trips to private & public outdoor spaces - increased risk of transmission of COVID 19	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul> <li>We will consult <u>local restriction tier</u> guidance</li> <li>appropriate insurance arrangements are in place</li> <li>Trips are fully risk assessed the risks prior to the trip which includes the system of controls in our Full Opening RA</li> </ul>	3X2=6	
Trips to indoor spaces (including soft play) - increased risk of transmission of COVID 19	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul> <li>We will consult <u>local restriction tier</u> guidance</li> <li>appropriate insurance arrangements are in place</li> <li>Trips are fully risk assessed the risks prior to the trip which includes the system of controls in our Full Opening RA</li> </ul>	3X2=6	

Parent and child groups - increased risk of transmission of COVID 19	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul> <li>Parent and child groups will check for any additional relevant guidance for their local restriction tier and should only be held in venues and spaces that are permitted to be open and not in private dwellings. To find out which local restriction tier applies to a particular postcode, use the search tool: find out the coronavirus (COVID-19) restrictions in a local area.</li> <li>Parent and child groups that meet in:         <ul> <li>Ofsted registered settings can operate in all local restriction tiers</li> <li>community spaces, such as in a place of worship, community centre or library, can operate in all local restriction tiers and should follow COVID secure guidance for the venue</li> </ul> </li> <li>It is important for group participants to maintain:         <ul> <li>good hand hygiene. Participants should clean their hands as they arrive and as they leave</li> <li>Registered settings have the discretion to recommend the use of face coverings for adults in Ofsted registered sites, both staff and visitors</li> </ul> </li> <li>Group leaders should ensure:         <ul> <li>a risk assessment is completed prior to groups and activities taking place</li> <li>groups and activities take place separately to areas being used at the same time by registered children</li> </ul> </li> </ul>	3X2=6
		Ofsted registered sites, both staff and visitors Group leaders should ensure:	
		activities taking place	
		<ul> <li>being used at the same time by registered children attending an Ofsted registered setting</li> <li>the areas used are well ventilated</li> </ul>	
		<ul> <li>any rooms used by these groups are cleaned after each use</li> </ul>	
		<ul> <li><u>a record of all visitors to the setting</u> is kept</li> </ul>	



## (5) ACTION PLAN

Risk Rating	Action Required
17 - 25	Unacceptable – stop activity and make immediate improvements
10 - 16	Tolerable – but look to improve within specified timescale
	Adequate – but look to improve at review
<u> </u>	Acceptable – no further action but ensure controls are maintained
1 – 4	

(1) List hazards something with the potential to cause harm here

(2) List groups of people who are especially at risk from the significant hazards which you have identified

(3) List existing controls here or note where the information may be found. Then try to quantify the level of risk *the likelihood of harm arising* that remains when the existing controls are in place based on the number of persons affected, how often they are exposed to the hazard and the severity of any consequence. Use this column to list the controls that you might take and develop all or some of that list into a workable action plan. Have regard for the level of risk, the cost of any action and the benefit you expect to gain. Agree the action plan with your team leader and make a note of it overleaf. If it is agreed that no further action is to be taken this too should be noted.

Action required:			Responsible person	Completion date
Action plan agreed with (signature)	SJParry	Date 31.12.2020		