



# St Mark's CE Primary School COVID-19 SCHOOL PREMISES RISK ASSESSMENT



## OVERVIEW

Model risk assessments (School Premises and School Operations) and supporting guidance on operating procedures have been developed for maintained schools and settings in consultation with our Trade Union colleagues and relevant service areas. Each maintained setting should undertake their own risk assessment following this format – Cumbria County Council, as the employer in the above settings will support and guide Governing Bodies and School Leaders to manage a planned and safe return to school but recognise that local decisions **MUST** follow a risk based approach appropriate to the resources and capacity of each individual setting. Other types of schools are welcome to use these models to help their own planning and risk assessment approach but must ensure that they prioritise their own employer's health and safety management procedures.

This document is a template to be used to help Governing Bodies and Headteachers develop and tailor a site-specific risk assessment in relation to COVID-19. Below is a list of potential of hazards within our premises and the recommended control measures which apply to the majority of settings to aim to help you manage risks to the lowest possible level. Control shown follow current available guidance and best practice

Headteachers/ Governing Bodies are responsible for monitoring the advice and guidance available, ensuring Risk Assessments and Safe Working Practices are updated where applicable and cascaded through to employees. They must ensure that compliance is monitored and any emerging issues addressed appropriately.

You should refer to the CCC guidance provided to accompany this model as well as referenced national guidance – **PLEASE NOTE:** that your risk assessments should outline **YOUR** agreed control measures following your local planning processes – Any additional control measures you identify are required should be added to the additional controls column, along with who is responsible and a timescale.

All employees working within the premises should receive site specific information on the controls implemented within their workplaces.

Help and Support is available with the development of your risk assessment through The County Council's Corporate Health and Safety Team  
[healthandsafety@cumbria.gov.uk](mailto:healthandsafety@cumbria.gov.uk)

Please note that the Local Authority liaising with contractors working on its behalf to ensure that they are undertaking effective liaison with occupiers **BEFORE** attending site – Contractors asked to provide key information in relation to how they are managing infection control.

This risk assessment refers to current national guidance and is listed at the end of this document and within accompanying guidance



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RA Reference	<i>School Re-opening 1: Premises</i>	Activity Description	COVID-19 - Infection Prevention and Control – SCHOOL PREMISES
Assessment Date	<i>September 2020</i>	Assessor Name	<i>Peter Barfoot (Headteacher) and June Grant (Deputy Headteacher)</i>
Assessment Team Members	<i>Peter Barfoot (Headteacher) June Grant (Deputy Headteacher) Tim Ward (Chair of the Governing Body) Sarah Brooke (Vice Chair of the GB)</i>	Planned Review Date	<i>October 2020</i> (reviewed to reflect any changes in National Guidance)
Location	<i>St Mark's CE Primary School (Natland)</i>	Number Of People Exposed	<b>216</b> All staff and pupils of both St Mark's School and the Natland and Oxenholme Pre-School Pupils: 167, Staff: 27; Pre-school: 22
Overall Residual Risk Level following implementation of effective control measures	<i>Enter Your Overall Residual Risk Rating:</i> <b>Medium</b>  Given the current Public Health information it remains likely that COVID-19 will continue to spread although for the majority of persons effects will be of minor severity	People Exposed	All Employees Pre-School employees and children Pupils Visitors Contractors (incl. Orian catering staff) Members of the public Vulnerable Children/ Adults Persons with pre-existing medical conditions First Aiders
Assessment Last Updated	<b>01.09.20</b>	Is this an acceptable risk?	<b>Yes</b>

Hazard Description and How are people at risk	Current Control Measures (Those that are in place)	Potential Risk	Additional Control Measures (To be identified and implemented)	Action Details by Whom By When	Residual Risk
<b>Spread of COVID-19 School Operations/ Management</b>	<input type="checkbox"/> We follow current government guidance, HR and Public Health Guidance in respect of who can return to work <input type="checkbox"/> We have developed an accompanying COVID-19 <b>School Operations</b> risk assessment and communicated this to all staff and their safety representatives	<b>Medium</b>	<ul style="list-style-type: none"> <li>Staff Code of Conduct to be updated in line with COVID-19 risk assessment review</li> <li><a href="#">Staying COVID-19 Secure in 2020 poster</a> displayed dated and include LA H&amp;S Team</li> </ul>	<b>Behaviour Policy addendum (v.2) agreed 30.08.20 and sent to staff, GB and parents</b>	<b>Children: L2 x S3 = 6</b>  <b>Adults: L2 x S5 = 10</b>



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	<ul style="list-style-type: none"> <li><input type="checkbox"/> Planning undertaken to identify safe occupancy/ staff ratio capacity and activity/ timetable planning to ensure social distancing measures can be maintained <b>as far as reasonably practicable.</b></li> <li><input type="checkbox"/> Effective communication routes established to ensure that all staff returning to work have been provided with specific training/ information provided with detailing the required safe working arrangements and emergency measures in place.</li> <li><input type="checkbox"/> All staff made aware of <a href="#">Actions for Schools during the coronavirus outbreak guidance</a></li> <li><input type="checkbox"/> All staff adhere to any instructions, advice, guidance and site rules provided to them.</li> </ul>		<p>contact information / Union Representative details where relevant.</p> <p>Staff training day planned for day before wider re-opening begins.</p>	<p>Email RAs to all staff</p> <p>Staff meeting via Zoom in advance of school re-opening</p> <p>Copy to be made available in HT office</p> <p>Display on HSE poster in staffroom/s (HT)</p>	
<p><b>Re-occupation – control of premises related hazards</b></p> <p><b>School premises/ building related health and safety management / outdoor spaces/ fixed / mobile equipment</b></p> <p>Ensuring the School Premises is fit for re-opening after extended closure</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Premises/ H&amp;S inspection and required statutory checks/inspections (Building and Outdoors areas) have been completed prior to reoccupation.</li> </ul>	<p><b>Medium</b></p>	<ul style="list-style-type: none"> <li>• Building has been in use continually throughout the school closure period</li> <li>• Cleaner-in Charge has cleaned each classroom in turn</li> <li>• Provision of labelled chocks for all internal doors</li> <li>• IWS (water safety contractors) monthly water testing has</li> </ul>		<p><b>All: L1 x S1 = 1</b></p>



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<p>To prevent ill health or injury to Staff and pupils returning to the setting and to maintain statutory compliance.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Essential remedial actions have been undertaken to ensure that the school premises and its outdoor areas are safe</li>   <li><input type="checkbox"/> <b>Water Systems</b> Suitable remedial actions have taken place to ensure that water systems are fit for use with legionella/ water hygiene controls in place</li>   <li><input type="checkbox"/> Kitchen equipment/ seldom used outlets included in flushing and cleaning regimes</li>   <li><input type="checkbox"/> <b>Gas/ Electrical systems</b> Gas/ Electrical safety checks have been carried out and system is safe to operate.</li> </ul>		<p>continued throughout the school closure</p> <ul style="list-style-type: none"> <li>• Regular, recorded flushing of toilets and running of taps in parts of the school not being used to ensure no water left in pipework for long periods of time.</li> <li>• Kitchen staff using kitchen daily throughout school closure, asked to run dishwasher regularly and turn on steam oven regularly.</li> <li>• System has continued to be used regularly throughout school closure. Remedial work carried out August 2020 on advice of IWS (water safety consultants)</li> <li>• Annual maintenance check of fire and security systems carried out 28.05.20 (Castle Alarms)</li> </ul>	<p>Boiler in Emergency toilet removed and hot water heater fitted underneath sink in Meeting / Medical Room</p>	
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# St Mark's CE Primary School COVID-19 SCHOOL PREMISES RISK ASSESSMENT



	<ul style="list-style-type: none"> <li>❑ <b>Fire Safety Management Systems</b> - Fire Safety Management systems have been checked, fire alarm, emergency lighting, fire safety equipment in place and functional.</li>   <li>❑ <b>Fire RA and emergency evacuation procedures</b> are reviewed in place with any changes to fire escape routes communicated to all. <b>(See Emergency Procedures)</b></li>   <li>❑ Fire drills will continue in line with normal procedures but observing guidance and social distancing at assembly points (it is recognised that the ability to main social distancing in an emergency evacuation situation is not easily achievable)</li>   <li>❑ <b>Asbestos Monitoring</b> - Visual asbestos monitoring undertaken to ensure that any in-situ ACMs remain in good condition.</li>   <li>❑ <b>Security Systems</b> - Security systems have been checked and are operational</li> </ul>		<ul style="list-style-type: none"> <li>• Majority of ACMs in used areas of the school now boarded and covered.</li>   <li>• ACM in Reception classroom in good condition and temporarily covered.</li>   <li>• Annual maintenance check of security system carried out 28.05.20 (Castle Alarms)</li> </ul>	<p>Evacuation drill planned for early in the school year childcare provision</p> <p>HT to ensure staff working in YR aware</p> <p>Contractors to be asked for copies of their own safe working procedures before being allowed into the building</p>	
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	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Ventilation</b> - Premises will remain well ventilated, where possible using natural ventilation (opening windows)</li>   <li><input type="checkbox"/> <b>Toilet Ventilation</b> - Toilet ventilation runs 24/7 in operation. (Avoid open windows in toilets when mechanical ventilation in place to ensure right direction of ventilation)</li>   <li><input type="checkbox"/> Occupants are instructed flush toilets with the lid closed (where lid is provided).</li> </ul>		<p>Doors to be chocked open, and windows opened fully wherever possible during occupancy.</p> <ul style="list-style-type: none"> <li>• Electric toilet ventilation (where provided) linked to door opening sensors</li>   <li>• Sign provided above each toilet (with a lid) Children and staff to be told and regularly reminded.</li> </ul>	<p>All windows now operational following repairs June 2020</p> <p>Year 6 corridor doors (internal and external) to be held open to enable ventilation in Year 3 classroom</p>	
<p><b>Cleaning/ Hygiene/ Waste - Premises</b></p> <p><b>Hazards in relation to lack of cleaning/ hygiene/ waste management</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> All areas and surfaces cleaned and disinfected prior to re-opening.</li>   <li><input type="checkbox"/> Kitchen and/or food preparation areas deep cleaned prior to reopening before food preparation resumes.</li>   <li><input type="checkbox"/> Outside spaces to be for learning wherever possible</li> </ul>		<p>Regular cleaning has taken place throughout closure of used sections of the building. All other rooms cleaned and ready.</p> <p>Kitchen and staffroom have been cleaned ready for school re-opening</p> <p>Year group bubbles allocated outside zones on a rota basis: MUGA and field. Playground</p>		<p><b>Children:</b> L3 x S3 = 9</p> <p><b>Adults:</b> L2 x S5 = 10</p>



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	<ul style="list-style-type: none"> <li>□ Any use of outdoor equipment to be carefully considered</li>   <li>□ Suitable resources in place to ensure robust cleaning including high contact areas, handwashing and hygiene procedures in place in line with PHE guidance appropriate to settings</li> </ul>		<p>divided into 3 zones marked by painted lines.</p> <p>Set of small, loose outdoor equipment provided for year group 'bubbles'. Hands to be washed / sanitised before and after use.</p> <p>Each room equipped with cleaning kit including tissues, cloths, disposable anti-bacterial wipes, disinfectant spray, disposable gloves and aprons</p> <p>Staff in classrooms asked to clean regularly used high contact areas and equipment as and when necessary throughout the day e.g. desk tops, light switches, door handles, taps</p> <p>3 entry 'hand sanitiser' points provided at entrances for Pre-School, EY / KS 1 and KS 2 (Pre-School door, Kitchen area door and front door)</p> <p>Toilets (Staff)</p>	<p>Clear guidance to be given to staff</p> <p>Staff to inform SBM when stock running low</p> <p>SBM source and keep stock of each (in Meeting / Medical Room)</p> <p>Source and fix hand sanitiser units at three entry points</p>	
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	<ul style="list-style-type: none"> <li><input type="checkbox"/> Suitable quantities of cleaning/ hygiene materials available</li>   <li><input type="checkbox"/> Safe storage of cleaning materials to ensure that these are kept out of reach of children.</li> </ul>		<p>Two designated toilets, one by Staffroom 1, one in kitchen corridor.</p> <p>Hand dryers disabled. Paper towels provide for hand drying</p> <p>(Children) Regular handwashing to be encouraged, particularly at the beginning and end of each day and lunch and before and after being outside. Toilets cleaned by cleaner-in-charge daily</p> <p>Children to be trained in effective handwashing techniques. Clear guidance on poster in each classroom.</p> <p>Cleaning kits in each room. Stock kept in school office.</p> <p>Cleaning kits stored out of reach of children</p>	<p>Staffrooms and toilets clearly labelled</p> <p>Visitors asked not to use either classrooms.</p> <p>Visitors directed to Staff toilet B as necessary.</p> <p>Staff to inform SM when stocks running low. SBM to maintain stocks.</p> <p>Staff to identify safe place in each room and always return kit to safe</p>	
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	<ul style="list-style-type: none"> <li><input type="checkbox"/> Hand hygiene procedures widely promoted and adhered to with provision/ promotion of the use of sanitising hand gel (60-70% alcohol) as required for those without easy access to suitable handwashing facilities.</li> <li><input type="checkbox"/> Additional resources/ cleaning regimes agreed with cleaner in charge</li> <li><input type="checkbox"/> Sufficient handwashing facilities are available sinks, soap and paper towels</li> <li><input type="checkbox"/> Supplies of hand sanitiser available at entrance points and where there are no sinks</li> <li><input type="checkbox"/> Staff and pupils reminded of frequent hand washing requirements</li> <li><input type="checkbox"/> Regular cleaning and disinfection of surface that are touched more frequently (high contact points)</li> <li><input type="checkbox"/> Drinking fountains taken out of use</li> </ul>		<p>Hand sanitising gel available in all entrances and rooms in school (70% ethanol)</p> <p>Disposable gloves and aprons to be worn</p> <p>Sufficient handwashing facilities available to all staff and year group bubbles</p> <p>3 entrance points agreed: entrance hall, kitchen area door and Pre-school main door</p> <p>Posters displayed in all classrooms and in cloakrooms</p> <p>Handwashing to be built into the routines of each group</p> <p>YR cloakroom drinking fountain out of use.</p> <p>All children to use their own dedicated drinks bottle</p>	<p>space immediately after use. DHT to monitor</p> <p>Children from Y2 to Y6 to bring labelled water bottle to school, taken</p>	
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	<ul style="list-style-type: none"> <li><input type="checkbox"/> Operational risk assessment details safe transport guidance promoted to staff and parents</li> <li><input type="checkbox"/> Protocols in place for drop off and pick up times</li> <li><input type="checkbox"/> Guidance and instructions provided to essential visitors to schools</li> <li><input type="checkbox"/> Visiting restricted and managed for essential access only</li> </ul>		<p>Key messages to be given and reiterated regularly.</p> <ul style="list-style-type: none"> <li>• No parents to be allowed in the school building</li> <li>• One parent only to accompany children to and from school</li> <li>• Parents to be advised of the precautions and sites rules to be followed (via letters, emails, texts and website)</li> </ul> <p>No parent or member of staff known to make use of public transport</p> <p>Staggered timetable agreed and monitored daily</p> <ul style="list-style-type: none"> <li>• Posters displayed throughout the premises advising everyone to follow social distancing measures</li> <li>• Posters displayed around school advising on the signs</li> </ul>	<p>HT to be on duty outside front of school at the beginning and end of each day to supervise agreed systems for access / egress</p> <p>Behaviour Policy temporary addendum (v.2) agreed and copied to all members of GB, staff and parents, include lists of responsibilities for each group</p> <p>Rows allocated to different year group bubbles on school bus</p> <p>YR, 1 &amp; 2 8.50 – 3.20 Y3 &amp; 4 9.00 – 3.30 Y5 &amp; 6 9.10 – 3.40</p>	
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	<ul style="list-style-type: none"> <li><input type="checkbox"/> Effective contractor management procedures in place to manage access for essential works/ statutory maintenance/ testing.</li> <li><input type="checkbox"/> Where essential access is permitted social distancing measures followed and access to undertake work/ services managed to avoid groups/ cohorts (2m)</li> <li><input type="checkbox"/> Deliveries to be made observing social distancing, no goods or food physically handed over.</li> <li><input type="checkbox"/> Delivery drop-off points agreed with contractors on arrival</li> <li><input type="checkbox"/> All staff responsible for ensuring that they are fit and well to attend work.</li> </ul>		<p>and symptoms of Covid-19.</p> <p>Visits to be arranged outside school hours wherever possible. Access to rooms only when empty.</p> <p>Front door locked, each visitor / delivery met by SBM or Office admin staff</p> <p>Visitors instructed to stand 2m from door when open and / leave delivered items outside front door</p>		
<b>Shared Premises</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Suitable communication on Risk Assessment and risk management for each occupant has taken place.</li> <li><input type="checkbox"/> Site rule for common areas are in place and communicated to relevant occupants/ others.</li> </ul>		<p>Pre-School manager and HT to share all relevant documentation and discuss shared issues</p> <p>Pre-School staff to use Staff toilet A</p>	<p>HT &amp; SBM to arrange ordering, delivery and servicing of outside sink unit for use by Pre-School</p>	<p><b>All: L2 x S5 = 10</b></p>



# St Mark's CE Primary School COVID-19 SCHOOL PREMISES RISK ASSESSMENT



	<input type="checkbox"/> All staff adhere to any instructions, advice, guidance and site rules provided to them.				
<b>Safe Routes/ Markings</b>	<input type="checkbox"/> Accompanying COVID-19 <b>School Operations</b> risk assessment and communicated this to all staff and their safety representatives  <input type="checkbox"/> Planning undertaken to identify safe occupancy/ staff ratio capacity and activity/ timetable planning to ensure social distancing measures can be maintained as far as reasonably practicable.  <input type="checkbox"/> Planning undertaken and physical alterations/ markings made to implement safe routes from arrival to departure for all users of the school.  <input type="checkbox"/> Physical layouts/ plan established to ensure social distancing as far as possible  <input type="checkbox"/> One way systems in use  <input type="checkbox"/> Signage and floor graphics to be clearly displayed		<p>Year group bubbles groups established. Children / adults from each bubble not to mix. Outside access to be used whenever possible.</p> <p>Corridors only ever to be used by one group at any one time</p> <p>Staffroom and Hall allocated for staff use.</p> <p>One-way system established outside for parents at start and end of school day.</p>	<p>Tables in KS 2 classrooms arranged facing the front, children to sit side by side.</p> <p>One -way system established and signed, 2m markers on front path</p>	<p><b>Children:</b> L3 x S3 = 9</p> <p><b>Adults:</b> L2 x S5 = 10</p>



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	<input type="checkbox"/> Pupil/staff cohorts remain together at all times Social distancing limits occupancy in offices and staff rooms – staff instructed to remain with cohort/groups and not mix with others		<p>Office only to be used by office staff and HT. 2m distancing to be maintained.</p> <p>HT office to be limited to 3 people at any one time.</p>		
<b>Toilets Covid-19 infection</b>	<input type="checkbox"/> Groups / break times managed effectively to restrict the numbers of people using the toilets at any one time  <input type="checkbox"/> Hot air hand dryers are disconnected or switched off  <input type="checkbox"/> Sufficient stocks of soap/paper towels, waste receptacles in place and replenished / emptied regularly.	<b>High</b>	<p>Sufficient toilet facilities available to each group bubble. 2 toilets dedicated for staff use, each member of staff assigned to one or other.</p> <p>Emergency toilet designated near to Medical room (former meeting room) for use only by symptomatic children (to be cleaned thoroughly after use)</p> <p>YR and Pre-School sharing EY cloakroom and toilets, 2 cubicles and sinks assigned to each.</p>	<p>Toilet lists to be agreed and shared. If working in EY / KS 1 and Y5 section of building staff use Staffroom 1 and Staff Toilet A. If working in Y3, 4 &amp; 6 section, staff use Staffroom B (Hall) and Staff Toilet B. MDS and Kitchen staff to use Staff Toilet C.</p>	<p><b>Children: L3 x S3 = 9</b></p> <p><b>Adults: L2 x S5 = 10</b></p>



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	<ul style="list-style-type: none"> <li><input type="checkbox"/> Occupants instructed/ signage to flush toilet with the lid closed (where lid available)</li> <li><input type="checkbox"/> Signage in place to ensure handwashing reminders</li> <li><input type="checkbox"/> Regular age appropriate reminders issued to staff/pupils</li> </ul>		Staff break times staggered	Staggered break and lunch times established	
<p><b>Hazards in relation to managing incidents and emergencies</b></p> <p>First Aid/ Accidents/ Incidents/ Emergencies Staff or pupil becoming unwell with COVID-19 symptoms whilst on site</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Emergency procedures reviewed to ensure that arrangements remain valid for Fire Safety Management.</li> <li><input type="checkbox"/> Suitable follow-up procedures to be taken following potential infection exposure incidents. (in line with current Public Health England and updated HSE RIDDOR guidance circulated to Schools)</li> <li><input type="checkbox"/> Social distancing enforced <b>where possible</b> at assembly points.</li> <li><input type="checkbox"/> At least one person with a paediatric first aid certificate will be premises at all times when children are present</li> <li><input type="checkbox"/> Suitable first aid First aid kits in place – updated to include (where already not supplied) fluid resistant face masks and rubber gloves, hand sanitisers for close contact first aid treatment</li> <li><input type="checkbox"/> Ensure First Aiders for the premises are issued with the current advice and guidance</li> <li><input type="checkbox"/> School Emergency Plan/ crisis management plans in place</li> </ul>		<p>Original evacuation procedure reinstated with full occupancy</p> <p>HT and several others on site each day</p> <p>First aid kits and accident record sheets supplied to each room</p>	<p>First Aid kits and accident record booklets in each classroom</p>	<p><b>Children</b> L3 x S3 = 9</p> <p><b>Adults</b> L2 x S5 = 10</p>



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	<ul style="list-style-type: none"> <li><input type="checkbox"/> All staff aware of their responsibilities to report safety concerns, ill health, damage, defects, accidents or incidents in line with existing school policy.</li> <li><input type="checkbox"/> Pupils – Individual healthcare plans in place for pupils who require them.</li> <li><input type="checkbox"/> Pupils - Separate individual risk assessment/ healthcare / behaviour management plans and external support accessed where required to determine if the child or young person can safely attend where one to one care or support is not available for them</li> <li><input type="checkbox"/> Referrals made to occupational health as appropriate</li> <li><input type="checkbox"/> Deep cleans will be undertaken in line with National Guidance as required following confirmed COVID-19 incident</li> </ul>		<p>Pupil allergies identified where applicable</p>	<p>HT &amp; DHT adapt crisis management plan</p> <p>HT and SENDCo to complete EHCP Risk Assessments in consultation with parents and develop action plans and adapt provision as necessary</p>	
<p><b>Hazards due to the lack of suitable PPE</b></p> <p>Where carrying out close personal care tasks and unable to maintain 2m social distancing measures.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Staff and pupils to be fit and well to attend setting</li> <li><input type="checkbox"/> Local risk assessments/ individual healthcare plans/ behaviour management plans reviewed and followed to identify PPE requirements in line with current guidance where appropriate</li> <li><input type="checkbox"/> PPE to be fit for purpose/ approved specification</li> <li><input type="checkbox"/> Where PPE provided staff provided with training and instruction in its use.</li> <li><input type="checkbox"/> Local compliance to be monitored by Headteacher as far as reasonably practicable</li> </ul>		<p>No adult or child to attend school with symptoms of Covid-19</p> <p>Fluid resistant face shields; goggles, 70% alcohol hand sanitiser</p>	<p>Guidance sheets available on donning and doffing of PPE <u>Putting on and taking off PPE</u> PHE guidance</p>	<p><b>Children:</b> L3 x S3 = 9</p> <p><b>Adults:</b> (only) L2 x S5 = 10</p>



# St Mark's CE Primary School COVID-19 SCHOOL PREMISES RISK ASSESSMENT



	<input type="checkbox"/> Guidance provided to staff in relation to the use and wearing of their own face coverings		School advice is that face coverings (supplied by the school) are only to be used when dealing directly with children showing symptoms of Covid-19 or in providing first aid or intimate care to a child		
<b>Assessment Conclusion</b>		Providing the stated control measures are implemented and adhered to the risk of contracting most viral infections can reduce to a manageable level in normal circumstances. Compliance with this risk assessment should be monitored and reviewed to ensure control measures remain effective.			

### To be completed by the Individual undertaking the risk assessment:

**Name:** June Grant

**Job Title:** Deputy Headteacher

**Signature:** *J Grant*

**Date:** 01.09.20

### To be completed by the Headteacher:

I consider this risk assessment to be suitable and sufficient to control the risks to the health and safety of both employees undertaking the tasks involved and any other person who may be affected by the activities.

**Name:** Peter Barfoot

**Job Title:** Headteacher

**Signature:** *P J Barfoot*

**Date:** 01.09.20

**Links to Guidance**



## **Premises/ Building Management**

Guidance to schools for full re-opening September 2020

During partial or full closure, educational settings continue to be responsible for a range of health and safety measures and statutory compliance. See the DfE [health and safety](#) section of good estate management for schools. These documents and your own existing building related information i.e. your water hygiene risk assessments, fire risk assessment, asbestos monitoring records, and competent person reports will help you during the planning process

**Cleaning** - [COVID-19 cleaning of non-healthcare settings](#)

## **Staff, Pupils and Others**

Those who are clinically vulnerable, or are living with someone who is, should follow [protective measures guidance](#).

[Implementing protective measures in education and childcare settings](#)  
[Conducting a SEND risk assessment during the Coronavirus outbreak](#)  
[Guidance on hand cleaning](#)

[Kids life skills – self-care- going to the toilet](#)

[Education, health and care needs assessments and plans: guidance on temporary legislative changes relating to coronavirus \(COVID-19\)](#)

## **Personal Protective Equipment - PPE**

[PHE guidance to putting on and removing \(Donning and Doffing\) PPE](#)

## **Travel**

[Safer travel guidance for passengers](#)



# St Mark's CE Primary School COVID-19 SCHOOL PREMISES RISK ASSESSMENT



		Severity/ Outcome				
		1 Insignificant	2 Minor	3 Moderate	4 Major	5 Most Severe
Likelihood	5 Very Likely	5 Low Risk	10 Medium Risk	15 High Risk	20 High Risk	25 High Risk
	4 Likely	4 Low Risk	8 Medium Risk	12 Medium Risk	16 High Risk	20 High Risk
	3 Possible	3 Low Risk	6 Medium Risk	9 Medium Risk	12 Medium Risk	15 High Risk
	2 Unlikely	2 Low Risk	4 Low Risk	6 Medium Risk	8 Medium Risk	10 Medium Risk
	1 Very Unlikely	1 Low Risk	2 Low Risk	3 Low Risk	4 Low Risk	5 Low Risk