

The Warriner MAT

Coronavirus (COVID-19): Risk Assessment Action Plan

The Warriner School

Assessment conducted by: Annabel Kay / SLT	Job title: Executive Headteacher	Covered by this assessment: Whole school
Date of assessment: January 2022	Date of next review: July 2022- unless infection rates indicate the need to review earlier	

- For the purpose of this risk assessment, the term ‘coronavirus’ to refer to coronavirus disease 2019 (COVID-19).
- Schools must ensure that this risk assessment reflects the local setting and context of the school. Staff must be consulted with regard to this risk assessment.
- This should be viewed alongside relevant advice and guidance from the Department of Education and reflect any additional subsequent guidance issued to schools.

Key:	
Risk Description:	Outlines the area of concern. This list is not exhaustive and schools should add/amend/delete where appropriate
Risk Controls:	The measures that will be taken to minimise the risk. These are generic and should be adapted for the school context.
Impact:	Could be L/M/H
Likelihood:	Could be L/M/H
Responsible person:	The identified staff member(s) responsible for implementing the risk controls.
Completion Date:	The date by which required plans for controls will be in place.
Line Manager Check:	Sign off to ensure that the risk has been minimised as far as possible.

Risk Description/Area of Concern	Risk Controls	Impact	Likelihood	Responsible person	Planned completion Date
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<p>The school lapses in following national guidelines and advice</p>	<p>To ensure that all relevant guidance is followed and communicated: The school to keep up-to-date with advice issued by, but not limited to, DfE, NHS, Department of Health and Social Care and PHE. Information on the school website is updated. Pupils updated as necessary. Any change in information to be shared with stakeholders.</p> <p>As a result: The school has the most recent information from the government, and this is distributed throughout the school community.</p>	<p>H</p>	<p>L</p>	<p>GBU SNI</p>	<p>As things change</p>
<p>Poor communication with parents and other stakeholders</p>	<p>All staff/pupils aware of current actions and requirements and reminded frequently using school communication systems. Risk assessment plan shared with parents and staff via website.</p> <p>As a result: All pupils and all staff working with pupils are adhering to current advice.</p>	<p>H</p>	<p>L</p>	<p>SNI GBU</p>	<p>As things change</p>
<p>Lack of awareness of policies and procedures</p>	<p>All staff have regard to all relevant guidance and legislation as it is issued by the DfE and PHE. Parents are made aware of the school's infection control procedures in relation to coronavirus. Pupils are made aware of the school's infection control procedures in relation to coronavirus. All are informed that they must tell a member of staff if they begin to feel unwell.</p> <p>As a result, all staff and pupils are aware of the policies and procedures in place to keep themselves safe in school.</p>	<p>M</p>	<p>M</p>	<p>SNI</p>	<p>As things change</p>
<p>Poor hygiene practice in school</p>	<p>Posters are displayed around school and in every classroom reminding pupils of the hygiene practice required in school (e.g. washing hands before entering and leaving school). Pupils instructed to wash and sanitise hands frequently. Teachers to reiterate key messages in class-time (when directed) to pupils to:</p> <ul style="list-style-type: none"> - Cover coughs and sneezes with a tissue, - To throw all tissues in a bin, - To avoid touching eyes, nose and mouth with unwashed hands. <p>Additional alcohol-based sanitiser (that contains no less than 60 percent alcohol) to be provided at key locations for staff, visitors and pupils. Infection control procedures are adhered to as much as possible in accordance with the DfE and PHE's guidance. Sufficient amounts of soap (or hand sanitiser where applicable), clean water, paper towels and waste disposal bins are supplied in all toilets.</p>	<p>H</p>	<p>M</p>	<p>NGA SNI</p>	<p>Ongoing</p>

	<p>Cleaners are employed by the school to carry out additional cleaning as appropriate.</p> <p>As a result, all pupils and staff are adhering to high standards of hygiene to minimise risk of transmission.</p>				
Ill health in school	<p>Staff and parents are kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus.</p> <p>All staff are informed of the procedure in school relating to a pupil or themselves becoming unwell in school.</p> <p>Unwell pupils who are waiting to go home are kept in an area where they can be at least two metres away from others.</p> <p>Areas used by unwell pupils who need to go home are thoroughly cleaned once vacated.</p> <p>As a result, any member of the school community who becomes unwell, is isolated quickly and appropriate action is taken to minimise the risk of infection.</p>	<u>H</u>	<u>L</u>	<u>SNI</u> <u>Staff</u>	Ongoing
Vulnerable staff not sufficiently supported / protected	<p>Risk assessments in place for appropriate staff and those who are pregnant and appropriate arrangements for mitigating risk are identified.</p> <p>As a result those staff in higher risk categories are protected.</p>	<u>H</u>	<u>L</u>	<u>SNI</u>	Ongoing
Spread of infection in classrooms/shared areas/ on school buses	<p>Bins to be emptied at least daily in classrooms.</p> <p>Appropriate ventilation to be maintained.</p> <p>As a result, the risk of infection to staff and pupils in classrooms / shared areas is reduced.</p>	<u>H</u>	<u>M</u>	<u>Staff / site team</u> <u>NGA</u>	Ongoing
Cleaning is not sufficiently comprehensive	<p>Where appropriate additional cleaning to be undertaken.</p> <p>Cleaners to act upon guidance normally linked to 'deep cleans' as part of their daily procedures (i.e. a focus on door handles, toilets, changing rooms etc.).</p> <p>Ensure classrooms being used are deep cleaned each week</p> <p>As a result, high standards of cleanliness are maintained in school.</p>	<u>H</u>	<u>M</u>	<u>NGA</u>	Ongoing
Curriculum in place to address gaps in knowledge	<p>Subject leaders reassess curriculum sequence to reflect knowledge gaps and any exam board changes.</p> <p>Pupils in need of 1:1 support identified, and support put in place.</p> <p>Additional catch-up sessions provided for Years 11 & 13 students</p> <p>As a result, pupils are able to close their knowledge gaps swiftly.</p>	<u>H</u>	<u>L</u>	<u>SLs</u>	Ongoing

Pupils have poor mental health	<p>Tutors monitor student wellbeing and flag any concerns with WLC staff. Parents asked to inform tutors of any wellbeing concerns.</p> <p>As a result, any student who suffers from poor mental health is identified and appropriate support put in place.</p>	H	M	Staff	Ongoing
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