

RISK ASSESSMENT FORM

Heath Academy Trust/ St Ives Primary and Nursery School

Location / Organisation / School	St Ives Primary and Nursery School Heath Academy Trust
School operation from September 2021	
What is the Activity / Task / Procedure	Full school attendance
Operation in line with guidance: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999602/Schools_guidance_Step_4_update.pdf	
Who is at Risk	All
Pupils, staff and visitors	
Hazard	
Minimise the risk of school closure	
Control Measures Required	
<ul style="list-style-type: none"> - All children are expected to return to school from 2nd September 2021. - Drop and collection will take place at the school gate. - The staggered start and finish times will continue in order to maximise learning time. - After school and breakfast club will continue at usual operating times. - All areas will be fully ventilated at all times. - Staff will reinforce expectations, such as cough etiquette and regular handwashing. - Pupil wellbeing is recognised and learning adapted as necessary to support children during the challenges of the Coronavirus crisis. 	
Hazard	
Safe adult to adult contact	
Control Measures Required	Protect adult/ parents
<ul style="list-style-type: none"> - Parents will be given the opportunity to distance if they wish during drop off and collection times. - It will be the parents' responsibility to practise social distancing outside the grounds. - Staff will use their judgement and respect the wishes of other adults where social distancing is concerned. - Children will access the school using an outside door, preferably an individual one to their classroom, if available, and immediately wash or sanitise hands on entry to school. 	

Hazard	Minimise contamination of virus
Risk of contamination on site	
Control Measures Required	Identify control measure to manage hazard
<ul style="list-style-type: none"> - Anyone with symptoms should follow the latest guidance. - All staff members will conduct twice weekly lateral flow testing and reporting as directed by the government. - Regular handwashing takes place, throughout the day, for at least 20 seconds in line with guidance. - Hand sanitisers are readily available. - Children are actively informed not to touch their face and to dispose of tissues immediately, then wash hands after use. Cough etiquette is actively taught. - Areas are well ventilated at all times, with windows and doors open, if possible. - Outdoor access into rooms is used if possible. - Communication with cleaning contractors will ensure high standards of hygiene and cleaning are maintained daily. - In the case of any confirmed cases, we will follow the latest guidance and seek advice from Public Health/DfE. Recommended procedures will be strictly followed. - If advised by authorities to reintroduce tighter restrictions in school, these will put in place as directed. 	

Hazard	Staff risk- adult to adult
Minimise the risk to the workforce	
Control Measures Required	Identify control measure to manage hazard
<ul style="list-style-type: none"> - Social distance will be at the discretion of staff. - Wellbeing and anxiety will be respected. - Personal hand sanitiser will be available to staff. - Masks, aprons, visors, and gloves are available, if required. - Nursery 'settle' sessions will take place outside the main nursery hours, if possible. 	

Safeguarding, safety and wellbeing remain a high priority	
Control Measures Required	
<p>Keeping Children Safe in Education is followed.</p> <p>The Heath Academy Trust Child Protection Policy is followed.</p> <p>'My Concern' is used as the main system for child protection concerns.</p> <p>The curriculum is tailored to support PHSE and wellbeing as a focus.</p> <p>Attendance will be encouraged and normal non-attendance referrals will be made if necessary.</p>	

Safe working practices are regularly reviewed.
Staff wellbeing is considered across operation procedures.

With these control measures the risk is:	Circle which of following is most applicable
UNACCEPTABLE	FURTHER CONTROLS REQUIRED
	ADEQUATELY CONTROLLED

Assessor's comments	Insert additional information as required
<p>Shared with headteachers to add site specific information. Shared with staff. Shared with trustees and local governors. Published on school website</p>	
Name of Assessor	Laura Crossley, Headteacher
Signature of Assessor	Justine Horn
Date of Assessment	Updated July 2021

Review date	Reviewed by	Reviewer signature	Remarks
December 2021			