

**LKS2 - Risk Assessment for the Wider Reopening of Schools from 1st June**  
**Based upon DfE Document: Planning Guide for Primary Schools (1st Published 14<sup>th</sup> May)**

Area of consideration	Stakeholder	Action to mitigate risk	Rating (L M H)
<b>Arrival and departure from bubbles</b>	<b>Children</b>	<p>Prompt arrival on site at allocated time</p> <p>Children to enter school site in line with routine identified for allocated bubble</p> <p>Swift exit from school site at allocated time</p> <p>Markers will be painted onto the floor outside classrooms to promote social distancing</p> <p>Children to wash hands on entry to bubble</p> <p>Children to wash hands before leaving bubble</p> <p>Posters will be displayed throughout the school environment to remind the children of good personal hygiene as well as the school expectations</p> <p>Parents and children encouraged not to bring bags, books or stationery from home into school</p> <p>A one-way system will be introduced throughout school to minimise mixing between bubbles</p> <p>Only children who are symptom free, come from a home where all are symptom free or have completed the required isolation period attend the setting</p>	<b>L</b>
	<b>Parents / Carers</b>	<p>Only 1 parent/carer to pick up or drop off</p> <p>Extended family members or friends may not drop off/pick up</p> <p>Parents/carers to adhere to staggered start and finish times</p> <p>Parents/carers to follow guidance for drop off and pick up points</p> <p>Social distancing to be adhered to when waiting to collect or drop off</p> <p>Social distancing to be adhered to if parents/carers need to speak to a member of staff</p> <p>Markers will be painted onto the floor outside classrooms to promote social distancing</p> <p>No parents/carers to enter school building</p> <p>Only parents/carers who are symptom free, come from a home where all are symptom free or have completed the required isolation period to drop off/pick up</p>	<b>L</b>
	<b>Staff</b>	<p>Staff members to meet children at patio doors</p> <p>Posters will be displayed throughout the school environment to remind staff of good personal hygiene as well as the school expectations</p> <p>Staff members to adhere to social distancing with children and any adults entering the school site during drop of, pick up</p> <p>Staff members to wash hands before and after to opening patio doors</p> <p>Only staff who are symptom free, come from a home where all are symptom free or</p>	<b>L</b>

		have completed the required isolation period to work within setting	
Working and playing within the bubble	Children	<p>Children to wear clean clothes each day</p> <p>Children to work in a group of no more than 15 children</p> <p>Children to be have an allocated seat / table / tray within an allocated classroom</p> <p>Children to have all exercise books, reading books and equipment in a tray at their allocated table</p> <p>Children to be provided with their own stationery pack and this will remain on their allocated table / in their tray.</p> <p>Children to wash hands at regular intervals</p> <p>Children to use a tissue for one use and then bin it (closed lid bin)</p> <p>No books or pieces of stationery to come in from home</p> <p>Self-marking will be encouraged throughout each session</p> <p>Each bubble will have a trug containing a selection of outdoor play equipment and this will only be used by members of that bubble</p> <p>Equipment in trug will be cleaned following use</p> <p>'Zones' will be created outside (Yard &amp; Field) to prevent social mixing</p>	L
	Staff	<p>Staff to wear clean clothes each day</p> <p>Staff given the option to wear a tabard to protect clothing and to hold a supply of tissues and hand sanitising gel</p> <p>Staff to have own stationery pack</p> <p>Staff to use Google Meet and upload planning / resources to the shared Google Drive to reduce the need for face to face discussions</p> <p>Allocated staff (VN / KS) to carry out photocopying tasks</p> <p>Staff to maintain distance from children wherever possible (2 metres will not always be possible)</p> <p>Staff to wash or sanitize hands at regular intervals throughout the day and following contact with the face, blowing nose, sneezing etc or managing a child's respiratory hygiene</p> <p>Staff to ensure that soft toys/furnishings are removed from bubble</p> <p>Staff to ensure that resources are not shared outside the bubble</p> <p>Staff to ensure that the learning environment is well ventilated at all times and that surfaces are cleaned by the allocated staff throughout the day</p> <p>Where further subject-specific resources / equipment is required,, staff to ensure that children have access to clean tools for each use and equipment will then be thoroughly cleaned at the end of each session.</p>	L
Eating and drinking within the bubble	Children	<p>Children to place their water bottle on allocated table when arriving in bubble each morning</p> <p>Children to wash hands before and after eating and drinking</p> <p>Children to sit socially distanced at a table in the hall when eating lunch</p>	M

		<p>Those children having a school dinner will be served their food once sat at their table</p> <p>When bringing in a packed lunch from home, these will be in a clear labelled bag and all items, including the bag will be disposed of prior to leaving the hall</p> <p>Children to follow agreed routine for accessing lunch hall, receiving lunch, clearing plates and leaving lunch hall</p>	
	Staff	<p>Staff to ensure that all children wash / sanitise hands before and after eating and drinking.</p> <p>Staff will remain within their bubble to eat their lunch in the hall</p> <p>Staff to sit socially distanced at a table in the hall when eating lunch</p> <p>Staff to understand the agreed routines for lunchtime procedures in the hall (staff briefing with JS) and ensure that these are taught to children</p>	M
Providing first aid and medical attention within the bubble	Children	Children to have an understanding of why staff are covering their face to give first aid	M
	Staff	<p>Each bubble to have an allocated first aid kit, set of PPE, set of record slips and book within the classroom.</p> <p>Staff to talk with children about why they will cover their face and wear protective clothing when giving first aid at the present time</p> <p>Staff to wear PPE comprising a face mask, gloves and plastic apron when giving first aid to a child</p> <p>If first aid is required to an area on or close to face or there is the likelihood of facial excretions to contaminate the person giving first aid, then protective plastic sleeves and a face shield can be used</p>	H
A suspected case of COVID 19 within the bubble	Children	<p>Children entering the bubble each day must be COVID 19 symptom free (no high temp, persistent dry cough or loss of taste/smell)</p> <p>Children entering the bubble each day must have had no need to take paracetamol/ibuprofen medication in the previous 48 hours for fever/respiratory related illnesses</p> <p>Children entering the bubble must be from a COVID 19 free household</p> <p>If a child displays any COVID 19 symptoms during the day they must be immediately taken to the Meeting Room where they can be safely held until a parent comes to collect them. PHE guidance on cleaning and waste is then to be followed</p> <p>Children attending the school bubble are eligible for a COVID 19 test and are encouraged to take this up</p> <p>If a test returns negative, children may continue to attend their bubble</p> <p>If the test is positive, the child's household must adhere to government guidance on isolation and all other members of the bubble should be sent home and advised to self-isolate for 14 days from the date the child became symptomatic.</p>	H

	Parents	<p>Parents must ensure that children do not enter the bubble if they have any COVID 19 symptoms, if a member of the household has any COVID 19 symptoms or if they have had to take paracetamol/ibuprofen medication for a fever/respiratory related illness within the last 48 hours</p> <p>Parents must ensure that up to date emergency contact details are shared with school</p> <p>Parents must pick up their child if they display COVID 19 symptoms promptly</p> <p>Parents must ensure that children who display COVID 19 symptoms obtain a test and communicate the outcome of this to school</p> <p>If the test is negative, parents may continue to send their child to the bubble and end the household's isolation</p> <p>If a test is positive, parents must ensure that the child does not return to the bubble until the end of the isolation period, according to government guidance</p>	M
	Staff	<p>Staff working within the bubble must be deemed fit for work following the school's audit of availability to work</p> <p>Any staff member in a vulnerable category must complete a personal risk assessment with the Headteacher before commencing work</p> <p>Staff must be COVID 19 free and come from a household which is COVID 19 free</p> <p>Staff must have had no need to take paracetamol/ibuprofen medication in the previous 48 hours for fever/respiratory related illnesses</p> <p>If attending to a child who is displaying COVID 19 symptoms, staff may take the child's temperature but must wear PPE (gloves, sleeves, aprons, face mask and visor) and take that child to the Meeting Room until a parent comes to collect.</p> <p>Staff must remove and dispose of PPE according to the routine demonstrated at staff briefing</p> <p>Staff members who display COVID 19 symptoms during the course of a school day must leave the setting immediately and PHE guidance on cleaning and waste is to be followed</p> <p>Staff members displaying COVID 19 symptoms must obtain a test and communicate the outcome of this to the Headteacher</p> <p>If the test is negative, the staff member may continue to work and end the household's isolation.</p> <p>If the test is positive, the household must follow government guidance on isolation and all members of the bubble should be sent home and advised to self-isolate for 14 days from the date the staff member became symptomatic.</p>	H
Safeguarding the welfare of children including those with SEND and those	Children	<p>Children to have regular opportunities to talk about their Lockdown experiences with staff members</p> <p>Children to have the opportunity to engage in ELSA activities if necessary to meet their emotional needs arising from lockdown and any anxiety caused by COVID 19</p> <p>Children engage with stories and discussions about how to keep safe and well</p>	L

identified as vulnerable		Provide placements for children identified as vulnerable within bubbles Children with SEND and EHC plans to have their needs met within bubble if this is considered safe following risk assessments.	
	Parents	Parents to have clearly understood methods to communicate concerns relating to their children and the current COVID 19 situation (socially distant face to face communication at the designated pick up, drop off point, telephone and email communication with staff members or the Headteacher) Parents of children with SEND or EHC plans to have regular communication with staff and headteacher and SEND team to ensure that children's needs are being met either within school or at home	L
	Staff	Staff to provide regular opportunities for children to talk about their Lockdown experiences and be vigilant to signs of distress, anxiety or child protection that may arise from these discussions Staff to act upon signs of stress, anxiety or child protection by communicating to UKS2 lead, DS Lead or headteacher for further action Staff to meet 1:1 needs of children with EHC plans where appropriate Where necessary, staff to communicate with other professional agencies when meeting the needs of children considered 'vulnerable'	L
Ensuring and maintaining the well-being of staff	Staff	Staff to be provided with a clean working environment Staff to have the assurance of the necessary PPE to carry out their job Staff to know that they can approach any member of the SLT if they feel anxious or worried about their working environment or deployment Staff to have a morning and lunch break Staff to ensure that their emergency contact details shared in school are up to date Teaching staff to have weekly PPA time Staff must not take books or school equipment home	L