

SCHOOL NAME ; Greenvale School			Risk Assessment No	010	
Topic:	Staff at greater risk eg. High Risk /Health Conditions		People at Risk:	Staff	
Assessment carried out by:	Lynne Haines / Ann Sharp	Date:	March 2021	Date of Review:	Every half term/ Ongoing

Hazards (Potential to cause harm & consider how a person may be hurt)	Existing Controls	Risk rating*	Further controls necessary	Target Date & By Whom	New Risk Rating**
<b>Contracting Corona Virus</b> <b>How:</b> Staff being exposed to the virus due to lack of social distancing from other adults (staff / parents / carers / delivery drivers)	Staff with risk factors /Health conditions to inform HT of current health, and advice from GP. Those previously with NHS shielding letters (Clinically Extremely Vulnerable) offered Risk Assessments to outline those measures already in place and agree together any additional measures that might be needed to keep staff safe. CEV staff offered opportunity to wfh during very high or Lockdown periods. Clinically Vulnerable – additional precautions might be identified. All staff informed that they are responsible for their own health and safety and can request a new Risk Assessment – they should approach Lynne Liz or Ann. This Risk assessment will outline all the current measures in place and identify any additional areas of risk or concern. Staff with risk factors/Health conditions can request changes such as restricting involvement in busy activities such as	<b>H</b>	<p>Key stages are sub-bubbles but class is also a sub-bubble. Staff might wish to restrict contacts to class bubbles and sit away from other Key stage staff and choose quieter rooms during lunch breaks. High Risk member of staff will only collect or return student to the playground/parents, if they have assessed themselves that it is safe to do so.</p> <p>Allocation of students to break out areas for Class bubbles considered in order to minimise additional risk.</p> <p>Parents and staff reminded regularly via text message, and posters at the gate that they should not come to the school if they are displaying any symptoms of the virus</p> <p>Staff informed of the risks of the transmission of the virus whilst they travel on public transport and travel to the school walking, cycling</p> <p>No visitors will enter the school building or have contact with staff, other than office, HT or DHT and SLT. All visitor requests to go through SLT.</p>	SLT/ All staff Completed Reviewed March 21	<b>M</b>

Hazards (Potential to cause harm & consider how a person may be hurt)	Existing Controls	Risk rating*	Further controls necessary	Target Date & By Whom	New Risk Rating**
	<p>bringing students from the buses. This will be identified during the Risk Assessment meeting.</p> <p>Staff reminded of the necessity of maintaining social distancing within the classroom, and from parents / carers when students are dropped off and picked up.</p> <p>Staff to inform the Head Teacher if they show signs of any of the virus symptoms immediately.</p> <p><a href="https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people/guidance-on-social-distancing-for-everyone-in-the-uk-and-protecting-older-people-and-vulnerable-adults">https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people/guidance-on-social-distancing-for-everyone-in-the-uk-and-protecting-older-people-and-vulnerable-adults</a></p> <p>School staff have access to handwashing facilities and antibacterial hand wash.</p> <p>Premises staff to increase the cleaning regime – particularly surfaces, door handles and toilets.</p> <p>Staff to ensure they maintain social distancing when meeting in areas such as the staff room.</p> <p>Additional space top staffroom offered (Lifeskills room &amp; IT room) Staff reminded 2m distance applies.</p>		<p>Rooms to be well ventilated – doors and windows open at all times.</p> <p>Additional sanitising materials available in Class sub-bubble.</p> <p>Staff may wear a face covering if they prefer.</p> <p>Staff advised not to work with student at their level eg. face to face.</p> <p>Staff to work/discuss with students from 2 m distance if possible, or from standing position, or from behind or side position</p> <p>CEV adults are advised to work from home when the country returns to lockdown.</p> <p>CEV staff carry out Risk Assessments.</p> <p>CV staff have Risk assessments and any alterations to duties put in place.</p> <p>Any CEV member of staff returning to work is asked to seek advice from their clinician.</p> <p>80+% Staff are taking part in twice weekly Lateral Flow Device tests. Any positive results are acted upon immediately and close contacts are asked to isolate for 10 days.</p>		

Hazards (Potential to cause harm & consider how a person may be hurt)	Existing Controls	Risk rating*	Further controls necessary	Target Date & By Whom	New Risk Rating**
			80+%staff have received their first Covid vaccination and many students have received their first dose.		
<b>Contracting Corona Virus</b> <b>How:</b> Staff being exposed to the virus due to lack of social distancing from student	<p>Head Teacher to ensure the class sizes are as small as is possible.</p> <p>Staff to encourage students to wash their hands regularly – particularly before and after breaks.</p> <p>Staff to ensure there are tissues available for students and that they dispose of them immediately and wash their hands.</p> <p>School staff have access to handwashing facilities and antibacterial hand wash.</p> <p>Premises staff to increase the cleaning regime – particularly surfaces, door handles and toilets.</p>	H	<p>Premises staff will empty tissue bins daily and as needed from radio call.</p> <p>Staff may wear a face covering, if they choose to do so.</p> <p>Posters and markers around school to remind students of social distancing.</p> <p>Students allocated a table (placed 2m apart) and a specific chair.</p> <p>Staff to wash their hands regularly.</p> <p>Soap and water/sink available in each classroom</p> <p>Staff to wipe down surfaces and resources at end of day.</p> <p>Students have individual resources,</p> <p>Staff have allocated and personal resources.</p> <p>Staff have own personal bum bag with PPE, sanitiser and cleaning soapy water.</p> <p>All staff are asked to wear masks as much as possible. Always in corridors and communal areas and as much as possible in classrooms.</p>	Completed Reviewed March 21	H
<b>Contracting Corona Virus</b> <b>How:</b> Student being exposed to the virus due to lack of social distancing from	<p>Lunch and break times regular to reduce the numbers of students and staff meeting.</p> <p>Students encouraged by staff not to touch their faces.</p>	H	<p>Staff to place desks / play areas as far away from each other as is possible.</p> <p>Staff to talk to student about the virus and how they can help.</p> <p>Distance and one-way signage on the floors in corridors</p>	HT Completed Reviewed March 21	H

Hazards (Potential to cause harm & consider how a person may be hurt)	Existing Controls	Risk rating*	Further controls necessary	Target Date & By Whom	New Risk Rating**
other student	<p>Staff to supervise student when handwashing to ensure they are doing it correctly. Staff to only allow one child at a time to go to the toilet / offer 1:1 supervision.</p> <p>Premises staff to increase the cleaning regime – particularly surfaces, door handles and toilets.</p>		<p>and halls to ensure safe distancing. each other</p> <p>Lunch at different times per Key stage sub bubble. Kitchen staff not to access the dining hall.</p> <p>Many students across the school to eat in classrooms.</p> <p>All soft furnishings removed from classroom. Staff to have own chair or wipe chairs clean. <i>Students who are able are asked to wear masks.</i></p>		
<b>Communication</b> <b>How:</b> Parents / carers not aware of any new advice from the Government about schools. Parents / carers not aware of any reported cases in the school.	<p>School to inform parents / carers about the measures that you are taking and how they can help.</p> <p>Regular updates from school for parents and staff.</p>	H	<p>School to update parents / carers regularly on any new advice / guidance from Lewisham / PHE / Government (as soon as is possible)</p> <p><i>CEV students are given the latest CEV guidance and asked to read the school Ras and agree that they still wish their son / daughter to attend school despite the guidance.</i>  <i>Ras are reviewed regularly and whenever there is a change.</i></p>	HT Completed Reviewed March 21	M
<b>First Aid / Intimate Care</b> <b>How:</b> Unable to maintain social distancing whilst undertaking first aid and elements of intimate care	<p><u>See Corona First Aid Risk Assessment for Intimate care</u></p> <p><u>See Corona Infectious Diseases Risk Assessment</u></p>	H	<p><i>CEV staff can will have a risk assessment for this activity and together a decision will be made regarding this activity.</i></p> <p><i>All staff should wear a mask and visor whilst carrying out personal care due to room size, ventilation and proximity.</i></p>	HT Completed Reviewed March 21	M

Signed: *Lynne Haines*

Role: Headteacher

Date: March 2021  
CMF HEALTH AND SAFETY