

**Mayflower Federation  
Phoenix Primary School  
Covid-19 Risk Assessment:  
March 2021**

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Phoenix Primary School**

March 2021 Re-opening During Covid 19 Pandemic	
Assessment Date:	23.2.21
Review Date:	Monthly
Assessor(s)	Simon Assig

HAZARD DESCRIPTION	PEOPLE AFFECTED	HAZARD CONSEQUENCE Resulting harm	PRESENT CONTROLS	SEVERITY 1-5	LIKELIHOOD 1-5	RISK RATING L, M, H	REVISED CONTROLS to further reduce risks
Contracting Covid 19 from surfaces, objects, buildings themselves	Pupils and adults	Illness/potential serious illness	<p>Health and safety check of the building before more children return.</p> <p>All frequently touched surfaces, cleaned regularly throughout the day – equipment, door handles, toilets.</p> <p>Soap, hot water, hand sanitizer and cleaning wipes in the classroom and around the school in key areas.</p> <p>Each bubble to have their own cleaning equipment stored in a safe place away from children.</p> <p>Tissues in classrooms.</p> <p>Removal of non-essential resources from the classrooms. (Soft toys and furnishings and toys with intricate parts.)</p> <p>Children to have their own equipment for learning on their table</p> <p>Each bubble to have their own outdoor equipment to use.</p> <p>Equipment wiped down at the end of the day/session.</p> <p>Enhanced cleaning arrangements - Deep cleaning of classrooms each day. Fogging to take place twice weekly.</p> <p>Regular emptying of bins.</p> <p>Frequent hand washing and good respiratory hygiene practices</p> <p>Only lidded bins in classrooms</p> <p>Water fountains turned off. Children to bring in water bottles.</p> <p>Office to remain closed (Phone calls and emails only) in the interests of infection control.</p> <p>Staff recommended to wash hands before and after touching children's books or wear gloves.</p> <p>Classroom resources to kept within the bubble were possible. Equipment that is shared across classes to be cleaned or left out of use for 72 hours.</p>	4	2	L	

			Reading books to be changed weekly. Books returned on a Friday and placed in a separate box so that they are decontaminated over the weekend. New books to be issued on Monday				
Contracting Covid 19 from contact with others moving around the school	Pupils and adults	Illness/potential serious illness	<p>Outdoor methods of travel around the school to be used as much as possible. Staggered drop off and pick up times for parents.</p> <p>Parents encouraged to drop children off and go as quickly as possible.</p> <p>Older children to be dropped at the gate.</p> <p>Staggered lunch times, break times and use of hall and outside spaces</p> <p>Staggered break and lunchtimes for staff</p> <p>Staggered use of toilets and cubicles labelled for each bubble</p> <p>Detailed timetable provided for staff</p> <p>Information for staff on health and safety measures and protocols</p> <p>Information forwarded by email to staff unable to attend.</p> <p>Staff and children not to interact with each others bubbles</p> <p>No assemblies to take place.</p> <p>Parents and carers to only enter the school building with an appointment</p> <p>Suspension of class assemblies with parents attending and Parents into Learning/Reading</p> <p>Staff to observe social distancing in public areas such as the staffroom and PPA room.</p> <p>Staff have the option of wearing masks in public areas.</p> <p>Staff training to take place through Teams.</p>	4	1	L	
Contracting Covid 19 from contact with others within the classroom	Pupils and adults	Illness/potential serious illness	<p>Tables will be spaced apart as much as possible. Unnecessary furniture removed. Children to sit facing forward where possible.</p> <p>Children and adults to social distance in class as much as possible</p> <p>Rules for social distancing will be built into the behaviour expectations.</p> <p>Clear principles to be outlined to staff.</p> <p>Bubbles will be established for classes and some year groups. For example,</p>	4	2	M	

			<p>Reception.  Children will stay in the same bubbles and there will be no mixing between groups. Each bubble will have separate playtimes with the same paediatric first aider (if possible).  All classrooms to be prepared in advance to minimise contact with others  Classrooms to be kept well ventilated  Use outside spaces for teaching where possible  PE to be outdoors where possible. If PE is indoors the space needs to be well ventilated. Any equipment used needs to stay within the bubble or be cleaned before sharing with another class  Singing should take place outdoors where possible or 2 metres apart if indoors</p>				
Contracting Covid 19 from a child/adult	Pupils and adults	Illness/potential serious illness	<p>Parents and staff advised that anyone displaying symptoms is to self isolate and get a test. Parents and staff to actively engage with NHS Test and Trace. Anyone child displaying symptoms in school is to be isolated in <b>the Reading Recovery Room</b> until an adult can come to collect them. Windows are to be opened and an adult is to sit 2m from the child until collection. (If this is not possible, PPE to be worn.) Room to be deep cleaned afterwards. Separate toilet to be used (first door by the main office) and deep cleaned afterwards. Family to be told to have their child tested. Child to remain absent from school until they receive their test result. If negative the child can return to school. If a child or adult's test is positive, a risk assessment of close contacts will take place which may mean individuals are asked to self isolate, or the class bubble will close for 10 days from the onset of the positive cases symptoms or from the test result if they have no symptoms. School to contact Public Health England. Email <a href="mailto:phe.slhpt@nhs.net">phe.slhpt@nhs.net</a>; <a href="mailto:slhpt.oncall@phe.gov.uk">slhpt.oncall@phe.gov.uk</a>  Telephone 0344 326 2052  Out of hours advice 0344 326 2052  Staff offered voluntary LFD tests. Tests to be taken twice weekly to identify any asymptomatic cases of covid. A positive</p>	4	1	L	

			test result means that member of staff will self isolate and take a PCR test.				
Contracting Covid 19 while travelling to school	Pupils and adults	Illness/potential serious illness	Make staff/parents/carers aware of recommendations on transport. Encourage families to walk, cycle and not travel during peak times. Staggered arrival and departure times for children and staff Parents told which entrance to drop off and pick up children. Children and staff to wash hands on arrival to school Any face coverings used to be placed in a bag on arrival at school and hands washed after touching them	4	2	L	
Contracting Covid 19 from lunchtime contact with adults outside of the bubble.	Pupils and adults	Illness/potential serious illness	Staggered lunch time sittings. ISS to prepare trays of food and cutlery in advance to be put onto children's tables or a separate table to minimise contact ISS staff to be trained in social distancing and additional protective measures Tables to be cleaned thoroughly after each sitting.	4	1	L	
Contracting Covid 19 from intervention and specialist or peripatetic teaching	Pupils and adults	Illness/potential serious illness	Intervention should take place within the classroom by the adults working within the classroom where possible. However, specialist teachers such as Reading Recovery, Spanish, Music, music tuition or SENP support can take place with sensible precautions in place: Teaching to be done through Teams if possible. Children and adults to wash hands before and after each session and use hand sanitizer, exercise social distancing were possible, small groups need to be of children within the same bubble or individual teaching. DSR can take place with sensible precautions in place TAs are to collect their groups from the bubble and work with them in a separate intervention space, taking the same precautions outlined above. Resources need to be wiped down after each session. Adults who work between schools will be expected to comply with the schools arrangements for minimising risks. They need to limit their interactions with adults and children and their movements around	4	2	L	

			school. PPA will be given as full day initially and then 3 after school CPD sessions including parents evening will be used to cover any additional planning time				
Pupils with SEND contracting or spreading Covid 19 due to individual needs and inability to manage social distancing	Pupils and adults	Illness/potential serious illness	Individual risk assessments for all EHCP children and those with EHCPs pending that may struggle with following the additional rules and regulations in school.	4	1	L	
Clinically vulnerable or extremely clinically vulnerable adults or children contracting Covid 19	Pupils and adults	Illness/potential serious illness	Children and adults considered extremely clinically vulnerable will need to shield until the end of March. Pupils and adults who are not attending school due to clinical or PHE advice will be managed on an individual basis.	4	1	L	
Covid 19 may have caused significant mental health or wellbeing difficulties for staff and children.	Pupils and adults	Potential Anxiety and/or depression	Staff to meet with SLT to discuss concerns and anxieties about work. SLT to offer reassurance and guidance. Invite staff to access support through the 'Education Support Partnership'. SLT also call staff shielding to check on well being and offer support. Individual risk assessments for staff where requested. Children returning to school to have well being and PSHE sessions built into their day. Home learning via Teams to continue if there is a break out in a class bubble or if a child is not sick but self isolating.	4	2	M	
Contracting Covid 19 through attendance at wrap around care provision.	Pupils and adults	Illness/potential serious illness	Breakfast Club – to have limited numbers. Children to be socially distanced from each other unless members of the same household. Children to wash hands on entering and leaving breakfast club. Food to be distributed according to ISS measures applied at lunchtimes. Adults to try to maintain social distancing from children. Children to have independent activities at tables largely paper based. Any papers used to go into children's own bags. Any equipment used to be wiped down before being used by another child or to be kept separate for 72 hours. Tables wiped down after the session. Children to join their class bubbles at the appropriate time. After School Club - (as above.) As Aspire is a separate company, the adults working	4	2	M	

			for Aspire need to limit their interactions with other adults around the school. Spaces used will be limited to the main halls. Adults and children are not to use the classrooms.				
Contracting Covid 19 through school visits	Pupils and adults	Illness/potential serious illness	Outdoor activities to be actively encouraged. However, school visits will not take place in the Spring term.	4	1	L	