

ACADEMY SPECIFIC ADDITIONAL RISK ASSESSMENT

<p>Task: Re-opening of Academies March 2021</p> <p>Location: South Axholme Academy</p> <p>Version:3 Revision Date: 12 March 2021</p>	<p>Assessment ref: CNW</p> <p>Assessment Date: 5 March 2021</p> <p>Assessor(s): S Barlow</p>
<p>Notes: To meet the Government's requirement to return to face to face learning this risk assessment looks at areas of concern identified.</p> <p>Each Academy specific risk assessment must be read in conjunction with the Trust Wide risk assessment.</p> <p>Any empty cells in the Academy specific control measures column indicate the Trust wide control measures are deemed suitable and sufficient.</p> <p>Please note: this risk assessment should be read in conjunction with the guidance on schools reopening issued by the Department for Education. See below most recent update.</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/967139/Schools_coronavirus_operational_guidance.pdf</p> <p>Within the risk assessment the following definitions apply:</p> <ul style="list-style-type: none"> • Regularly – Routinely throughout the day • Frequently – Repeatedly throughout the day 	

What are the hazards/concerns?	Who might be harmed and how?	Risk without control measures	Academy specific control measures	The residual risks		Risk rating
				Likelihood	Severity	
<p>Re-opening w/b 8th March and students and staff returning from national lockdown</p> <p>Unable to complete Lateral Flowing Tests Week 1</p>	Staff and students	Medium	<ul style="list-style-type: none"> • DfE Covid operational opening guidance consulted. DfE Webinars for opening and testing attended March 2021. • Processes and procedures shared with AOC. • Key information sharing and consultation with staff regarding government requirements. • Larger testing centre created on site for opening week testing. Pre-run/test completed. • Staggered start w/b 8th March to manage risk of transmissions and volume of tests. Minimize student movement before test 1 and throughout testing process. • Large and well ventilated testing area meeting all requirements. • Testing roles allocated in line with guidance. • Additional testing team trained with contingency staff. • Well-being staff available to support all students, particularly those classed as vulnerable. • Organised movement of students for testing. • Pre-testing of staff 5th March to ensure staffing numbers on 8 March allow school to open. • Amended timetable and curriculum. • Key worker / vulnerable students accommodated in Covid secure environment. 	2	3	3

Students arriving on school transport including taxis will be required to wear masks	Other students and drivers / other adults.	Medium	<ul style="list-style-type: none"> • North Lincs / Notts Council risk assessment for transport followed in line with DfE guidance. • SAX buses mandatory mask wearing. • A number of emergency masks will be kept on site for students. • Students sit in designated seating plan. 	1	2	2
Students arriving on site The number of students arriving on site does not allow them to distance adequately	Students and staff	Medium	<ul style="list-style-type: none"> • Staff numbers allow adequate supervision whilst on site. • Bus arrival times provide staggering of volume of students. • Departure of site staggered through managed release of students from period 6. • SLT on entry and exit points to manage arrival. • Students departing buses/arriving on site monitored to ensure they are wearing masks by SLT on duty. • On arrival SLT direct students immediately into supervised registration bubbles. 	1	3	3
Students interacting with students from other year group bubbles	Students from other bubbles having contact	Medium	<ul style="list-style-type: none"> • Year group bubbles minimize movement around the Academy. • Staff supervise students to lunch. • Supervised lunch drop off and collection. • Masks must be worn in communal areas. • Segregated bubbles at lunch in dining hall and outside play. 	2	3	3
Staff and students defined as critically extremely vulnerable	Staff and students	Medium	<ul style="list-style-type: none"> • All staff contacted with most recent guidance as well as regular weekly updates. • Students as identified are supported in their education. 	1	2	2

Covid transmission rate and new variants	Staff and students	High	<ul style="list-style-type: none"> • Latest DfE guidance for control measures in place and followed in practice for school return. • Regularly briefings from LEA re R rate and monitoring of daily regional data. • Staggered start w/b 8th March to allow Test 1 to be completed with minimal movement of students until test completed. • Later Flow Testing process in place for all students on the return w/b 8th March site week 1 – 3 tests. • Staff tested Fri 5 March 2021 and collect home test kits for use twice weekly beginning Sun 7 March 2021 • Distancing of staff and students when on site. • Hands, face and space procedures continue. • All students will be required to wear masks in lessons, apart from those with medical evidence who are exempt, until guidance from government/PHE changes • All staff and students continue wearing masks in communal areas. • Windows opened where possible in all lessons. • Continued enhance cleaning regime. • Only essential visitors on site. • Staff offsite by 4.30pm. 	3	4	4
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Asymptomatic staff and students on site	Staff and students	High	<ul style="list-style-type: none"> • Latest DfE guidance for control measures in place and followed in practice. • Lateral Flow Testing process in place for all staff and students on site week 1. • Home testing kits distributed to staff w/b 1/3 and student's w/b 15th March. • Electronic, central collection of testing responses in a designated time frame. • Support for staff and students on how to administer tests correctly. 	2	2	4
Students not following face covering requirements in lessons	Staff and students	Medium	<ul style="list-style-type: none"> • Information sharing with all stakeholders regarding government requirements. • Demonstrations of safe removal and storage whilst not in use. • Contingency supply of appropriate face coverings for staff to safely distribute with students. • Information gathering of students / staff exempt from wearing. Support for these students. • Students moved to an alternative area to receive education if not wearing a mask and not exempt. • Contingency area if large number of students arrive without masks or not following school requirements to wear masks in lessons. 	2	3	3

General movement around the school	Staff and students being unable to maintain social distancing	High	<ul style="list-style-type: none"> • Return to Covid secure bubbles to minimize student movement. • Designated ICT rooms in place for bubbles. • SLT on site to support Covid secure behaviour. 	2	2	4
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			<ul style="list-style-type: none"> • Break taken in classroom. • Where possible, students under the discretion of the member of SLT on duty have access to outside time and space. • Segregated bubbles at lunch in dining hall and outside play. • Students asked to go directly into classrooms to avoid queueing in corridors. 			
Students facing each other within classrooms	Staff and students will not have adequate social distancing / safe personal space	High	<ul style="list-style-type: none"> • Classrooms re-organised seating configuration. • Staff to maintain at least 1m+ from all students where possible. • Staff encouraged to open windows in rooms to increase ventilation. • Staff encouraged to open doors in rooms to increase ventilation. • 	1	3	3

Staff rooms and offices and large gatherings	Staff unable to social distance	Medium	<ul style="list-style-type: none"> • Re-organisation of staff welfare areas. • Social distancing guidelines must be followed in all staff welfare and work areas • Staff to be offsite by 4.30pm. • Staff in school to be kept to a minimum. • Meeting schedule and calendar reflect minimizing time on site including virtual assemblies and parents' evenings. 	1	3	3
Poor communication	Staff, students and parents/carers unaware of	High	<ul style="list-style-type: none"> • Review communication strategy regularly to all stakeholders. • Regular staff information shared through weekly meeting cycle or email updates. 	1	3	3

	procedures implemented		<ul style="list-style-type: none"> Weekly parental communication strategy and Trust update to reflect local and national guidelines Increase information on social media platforms. 			
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Existing policies such as fire evacuation	Staff and students put at risk due to not fit for purpose policies	High	<ul style="list-style-type: none"> SAX fire assembly point as normal. 	1	4	4
First Aid	Staff dealing with first aid issues and unable to maintain 2m social distance.	High	<ul style="list-style-type: none"> Staff on site aware of First Aiders. Adequate PPE equipment in place for first aiders. Contingency room on standby in case of a large number of students testing positive but asymptomatic or becoming ill generally 	1	4	4

Cleaning capacity	All site users due to reduced cleaning of surfaces are not undertaken to the standards required	High	<ul style="list-style-type: none"> Cleaner on site over lunchtime to clean touch points, empty bins and check soap etc. 	1	3	3
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Medical rooms are not adequately equipped or configured to maintain infection control	Staff and students using the medical rooms	High	<ul style="list-style-type: none"> Separate area for students with suspected Covid:19 whilst waiting for collection by parents – SAX Meeting room staff corridor. Overspill emergency room – main block. 	1	3	3
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Students behaviour on return to school does not comply with social distancing	Students being put at increased risk of infection	Medium	<ul style="list-style-type: none"> Sanctions applied to students not following Behaviour and Achievement policy or control measures. 	2	2	4
Students may not observe social distancing / safe personal conduct at break and lunch	Students being put at increased risk of infection	Medium	<ul style="list-style-type: none"> Supervised break within rooms to help minimize movement around school. Lunch arrangement has bubble areas within hall and small dining room for specific year groups. SLT, PALs and AWO and lunchtime supervisors conduct supervision. Outside opportunities where possible for students within bubble to minimize contact. 	2	2	4
Queues for toilets and handwashing	Students risk of non-compliance with social distancing	High	<ul style="list-style-type: none"> Students in school have adequate numbers of toilet areas. Students encouraged to use the toilet during break and lunch. Monitor over lunch and break. Increased cleaning of toilets. 	2	2	4
Mental wellbeing	Staff and students being affected by the Covid:19 crisis and/or due to the loss of family and friends	High	<ul style="list-style-type: none"> Pastoral support increased in testing area and in school. Student access to pastoral support increased through extended form period and PAL duties and break and lunch. Vulnerable students – those students seen as vulnerable are monitored closely with support plans in place as required and reasonable adjustments made. 	1	4	4

Fire evacuation	Staff and students having insufficient staff knowledge of fire procedures	High	<ul style="list-style-type: none"> • Fire evacuation practice in lockdown 3 for key workers/ critical workers. • Regular planned practices conducted 	1	4	4
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This risk assessment is only to be used when signed and dated.

Signed: *S Barlow* Date 26th February 2021

Assessment Review Date:

- at the start of each term or when any new guidance is issued by government

Date assessment review carried out: 12 March 2021

Are existing control measures still satisfactory: Yes

Comments:

Signed _____ *S Barlow* _____ (Assessor)

Risk Rating Matrix

<u>Risk Rating</u>		<u>Rating Action Bands</u>	
LIKELIHOOD	SEVERITY	RATING BANDS & ACTION REQUIRED	
1. Most unlikely	1. Trivial	1-4 Low Risk	Maintain and review control measure
2. Unlikely	2. Slight	5-8 Medium Risk	Improve control measures
3. Likely	3. Serious	9-16 High Risk	Improve controls immediately & consider stopping work
4. Most Likely	4. Major/death		

To establish Risk Rating, multiply "Likelihood" by the "Severity"