

Significant Findings of Risk Assessment

Site / Premises: Rushey Mead Primary School	Assessment Carried Out By	Assessment Serial Number: 001 – 29/07/2021 Revised by W. West		
Department:	Name: Wendy West Signature: <i>W. A. West</i>	Date Carried Out or Reviewed	Date for Next Review	Reviewed By (Name)
Activity / Process: School activities during COVID 19 outbreak. <ul style="list-style-type: none"> • During this evolving situation, please monitor and follow government guidance given in the web links provided • All normal working practices should be assumed to continue unless they need to be changed for the duration. 	Responsible Manager / Team Leader etc Name: Debra Bailey Signature: <i>D. Bailey</i>	11/09/2020	November 2020	Wendy West
		06/11/2020	16/12/2020	Wendy West
		16/12/2020	04/01/2021	Wendy West
		04/01/2021	09/02/2021	Wendy West
		09/02/2021	26/02/2021	Wendy West
		26/02/2021	Summer Term	Wendy West
		14/05/2021	June/July 2021	Wendy West
		16/08/2021	October 2021	Wendy West
		17/11/2021	When required by LA	Wendy West
		05/01/2022	When required by LA	Wendy West
16/03/2021	When required by LA	Wendy West		
12/04/2022	If/when required by LA	Wendy West		
24/05/2022	If/when required by LA	Wendy West		

Risk Rating.

The Risk Rating process is provided for guidance only. It is the risk assessors' evaluation of the risks that is important, and this may differ from the result indicated by the risk rating matrix. Even after taking the risk rating into consideration employers still have a duty to ensure that sufficient and adequate control measures are in place to ensure that any remaining risks are kept as low as is reasonably practicable.

What are the Hazards? (What can go wrong)	Who might be Harmed & How?	Existing Control Measures (What are you already doing to manage the hazards/risks?)	Risk Rating with controls in place			Additional Controls Required (Where the existing controls are insufficient to reduce the risk to an acceptable level) Use the scoring table below to assist in planning actions.	Action By Who?	Action By When?	Additional Action Completed (Initials)
			Likelihood	Impact / Severity	Risk Rating Score				
Contamination during Access to & egress from site	Staff, Pupils, Visitors	Hand sanitiser is available at the entrances/exits and throughout the school and staff are encouraged to sanitise their hands when entering and leaving the building.	3	3	9	Frequent cleaning of school touch pad entry systems to be carried out throughout the day. Premises staff to regularly check sanitiser stocks. Staff may choose to wear a face covering in public areas and/or in classrooms/offices, but this is no longer a requirement.	Premises Staff	04/01/21 04/01/21	Premises SLT
Contractors	Staff, Pupils, Contractors	All contractors/visitors are to be encouraged to sanitise their hands upon entering the site.	3	3	9	Visitors may choose to wear a face covering in public areas and/or in classrooms/offices, but this is no longer a requirement.			
Poor hygiene	Staff, Pupils, Visitors	Wash hands thoroughly and regularly. Use soap and water for at least 20 seconds. Hands should then be dried using disposable towels etc, which should be disposed of into the bins provided. Use alcohol-based hand sanitiser if soap and water is not available and hand washing technique to be adopted as directed by NHS guidance.	3	3	9				

		<p>Avoid touching your face/eyes/nose/mouth with unwashed hands and cover your cough or sneeze with a tissue then throw it in the bin.</p> <p>Regularly clean the hand washing facilities and check soap and sanitiser levels.</p> <p>Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.</p>				Premises staff to ensure that hand washing facilities are kept clean, and soap/sanitiser is kept suitably topped up.	Premises	04/01/21	AD
Dining hall use - exposure from large numbers of persons	Staff, Pupils	<p>Hand cleaning facilities or hand sanitiser should be available at the entrance of any room where people eat and should be used by all persons when entering and leaving the area.</p> <p>All rubbish and waste should be put straight in the bin by the user and not left for someone else to clear up.</p>	3	4	12	Premises staff to ensure that there is a supply of sanitiser in the staffroom, as well as in the dining hall.			

Government & NHS Guidance

Coronavirus Guidance <https://www.gov.uk/coronavirus>

Guidance on infection prevention and control for COVID-19 <https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>

Cleaning Guidance <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

Check if you have coronavirus symptoms <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>

Travel guidance <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#exemptions-face-coverings>

Guidance on actions for early years and childcare providers: <https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures>

Guidance for the full opening of special schools and other specialist settings from the start of the autumn term: <https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings>

Guidance on what further education colleges and providers will need to do <https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-further-education-provision>

Transport to school <https://www.gov.uk/government/publications/transport-to-school-and-other-places-of-education-autumn-term-2020/transport-to-school-and-other-places-of-education-autumn-term-2020>

Contingency planning <https://www.gov.uk/government/publications/how-schools-can-plan-for-tier-2-local-restrictions/how-schools-can-plan-for-tier-2-local-restrictions>

The use of PPE in educational settings <https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe#aerosol-generating-procedures-agps>

HSE Guidance on alternative cleaning & disinfecting methods using fogging, mists etc [Disinfecting using fog, mist and other systems during the coronavirus \(COVID-19\) pandemic - HSE news](#)

Grassroots sports guidance for 1st April 2021 [Coronavirus \(COVID-19\): grassroots sports guidance for safe provision including team sport, contact combat sport and organised sport events - GOV.UK \(www.gov.uk\)](#)

Guidance for contacts 14 Dec 21 (NOT UPDATED) [Guidance for contacts of people with confirmed coronavirus \(COVID-19\) infection who do not live with the person - GOV.UK \(www.gov.uk\)](#)

Guidance for household contacts 14 Dec 21 (NOT UPDATED) [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection - GOV.UK \(www.gov.uk\)](#)

Guidance for How to stay safe and prevent the spread [Coronavirus: how to stay safe and help prevent the spread - GOV.UK \(www.gov.uk\)](#)

Guidance for those previously classed as CEV [Guidance for people previously considered clinically extremely vulnerable from COVID-19 - GOV.UK \(www.gov.uk\)](#)

Schools Covid 19 Operational Guidance Feb 22 [Schools COVID-19 operational guidance \(publishing.service.gov.uk\)](#)

Living with Covid 19 [COVID-19 Response - Living with COVID-19.docx \(publishing.service.gov.uk\)](#)

People with Covid 19 and their contacts [COVID-19: people with COVID-19 and their contacts - GOV.UK \(www.gov.uk\)](#)

Advice for pregnant employees Feb 2022 [Coronavirus \(COVID-19\): advice for pregnant employees - GOV.UK \(www.gov.uk\)](#)

Scoring Table							Risk Scoring Guide			
LEVEL OF RISK		OVERALL RATING		HOW THE RISK SHOULD BE TACKLED/MANAGED			Consider the potential harm or injury that could result from the identified hazard if an accident or incident were to occur, based on the table below.			
HIGH RISK		15-25		Immediate Management Action						
MEDIUM RISK		9-12		Plan for Change						
LOW RISK		1-8		Continue to Manage						
Likelihood	5 Almost Certain	5	10	15	20	25	Impact Criteria (B)	IMPACT	SCORE	HEALTH & SAFETY EFFECT
	4 Probable /Likely	4	8	12	16	20		Critical/ Catastrophic	5	Multiple deaths of employees, service users, members of the public, etc.
							Major	4	Death of an employee, service user, member of the public, etc.	

3 Possible	3	6	9	12	15
2 Unlikely	2	4	6	8	10
1 Very Unlikely / Rare	1	2	3	4	5
	1 Insignificant / Negligible	2 Minor	3 Moderate	4 Major	5 Critical / Catastrophic

Impact (B)

Risk Score

To calculate the Risk Score in the Risk Assessment Register above, simply multiply the Impact by the Likelihood to identify the level of risk as per the table above.

Moderate	3	Serious injury (acute, chronic or life-changing) to employee, service user or member of the public requiring medical intervention.
Minor	2	Minor injury such as a bump or bruise that may require First Aid treatment and the person returns to work.
Insignificant / Negligible	1	A day to day issue/problem but negligible harm would result.

Now consider the likelihood of that harm or injury being realised based on the expected frequencies in the table below.

Likelihood Criteria (A)

LIKELIHOOD	SCORE	EXPECTED FREQUENCY
Almost Certain	5	Reasonable to expect that the event WILL undoubtedly happen/recur, possibly frequently and is probable in the current year
Probable / Likely	4	Event is MORE THAN LIKELY to occur, will probably happen/recur, but is not a persisting issue. Will possibly happen in the current year and be likely in the longer term
Possible	3	LITTLE LIKELIHOOD of event occurring. Not likely in the current year, but reasonably likely in the medium/long term.
Unlikely	2	Event NOT EXPECTED . Do not expect it to happen/recur. Extremely unlikely to happen in the current year, but possible in the longer term.
Very Unlikely / Rare	1	EXCEPTIONAL event. This will probably never happen/recur. A barely feasible event.