

Information and Risk Assessment for the Return of All Pupils to School
Updated September 2021



Rake, Rogate and Compton and Up Marden CE Primary Schools

This risk assessment has been updated for the return of pupils in September 2021

- a requirement that people who show symptoms of covid-19 will stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable (see **risk assessment** below)

- This risk assessment has been updated since some restrictions, such as working in bubbles, have been lifted.

Further details can be found at www.gov.uk/backtoschool

Risk Assessment September 2021

Hazard	Groups of people who are at risk	How the risk will be controlled	Post event review
Risk of catching covid-19 from parents	Staff, pupils, other parents	<ul style="list-style-type: none"> - All parents to wear masks on school premises - Pupils collected from gate by staff, except children of EYFS - Parents at Rake requested to stay in front of the gate; at Rogate at bottom of steps; at Compton on the playground - All office enquiries should be by telephone or email and payments by BACS/Schoolpay - Senior member of staff (DB, PB, SG) to be available at drop off and pick up - Request to keep pupils at home if any member of family has symptoms of covid-19 and to notify the school 	
Risk of catching covid-19 from pupils	Staff, other pupils	<ul style="list-style-type: none"> - Soap, hand sanitiser, paper towels and hot water available for staff and pupils to use often - Ensure good respiratory hygiene by the promotion of 'Catch it, Bin it, Kill it' - Posters to remind staff and pupils of handwashing - Swing bins in each classroom for the disposal of all waste - Classrooms to be well ventilated with at least 2 windows/door open - Field in use at lunchtime – no bubbles - School assemblies can resume in a well ventilated hall - Re-establishment of hygiene rules eg: hand washing, disposal of tissues - Limit to what is brought from home - Children to bring PE kit/Forest School kit on days when these activities take place and change in school - Reading books will be sent home - Where possible, all homework should be planned to be completed on line on a specific day for each class - During a wet break or lunchtime children to remain in their own classroom - Regular handwashing to be timetabled at the beginning of each session 	Ongoing

		<ul style="list-style-type: none"> - Whole school and class singing can take place in well ventilated areas 	
Risk of catching covid-19 from school equipment	Staff, pupils, parents	<ul style="list-style-type: none"> - Staff to carry out lateral flow test twice a week and report any positive results immediately to DB - Anyone who has a positive test result for covid-19 or have covid-19 symptoms must isolate for 10 days before returning to school/work - Registers delivered to class by school office staff each Monday and should be returned by 9.00am - Office staff to notify EHT of attendance number by 9.30am - All rooms within school to be well ventilated – a window will be opened when the school is unlocked every morning. - Each child to have their own equipment provided by school - Children should not be sent to the office or photocopier unless they are returning the register 	Ongoing
Risk of catching covid-19 from members of staff	Staff, pupils, parents	<ul style="list-style-type: none"> - Soap, hand sanitiser, paper towels and hot water available for staff and pupils to use often - One member of each class team to collect pupils from the gate at drop off and deliver to parents at the end of the day - Teachers to provide on-going work for those children not at school due to covid-19 symptoms - Teachers to contact parents to discuss their child's progress and welfare on a half termly basis 	Ongoing
Risk of catching covid-19 from visitors to school	Staff, pupils	<ul style="list-style-type: none"> - All office enquiries by telephone or email - All visitors to be encouraged to make appointments - Visitors to be taken to a safe place where social distancing can be adhered to (EHT office) - Parent and teacher conversations should be undertaken by telephone, Teams or outside, unless the meeting is confidential 	Ongoing

<p>How we will respond to a person showing possible symptoms of covid-19</p>	<p>Staff, Governors</p>	<ul style="list-style-type: none"> - Any pupil or member of staff showing covid-19 symptoms will be isolated from others in the EHT's office - Parents (of pupils) will be contacted and arrangements made for the collection of the child - Separate toilet facilities will be made available - Children will be supervised by a member of staff, usually a member of the SLT, who will be provided with PPE if a safe distance of 2m cannot be maintained. - The local authority and the health protection team will be contacted - Anyone who has a positive test result for covid-19 or have covid-19 symptoms must isolate for 10 days before returning to school/work 	
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Some staff will work at more than one school. They will take appropriate extra precautions to prevent the potential spread of Covid 19.

Breakfast Clubs and After School Club will run as normal.

Paul Brown
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