

## The Suthers School COVID-19 Risk Assessment – 17 December 2021

<b>Operations/Work Activities covered by this assessment:</b>	OPERATIONAL MEASURES TO PROTECT ALL STAKEHOLDERS DURING THE COVID-19 PANDEMIC		
<b>Site Address/Location:</b>	The Suthers School, Cross Lane, Fernwood, Newark. Nott's. NG24 3HN	<b>Department/Service/Team:</b>	Whole School
<b>This risk assessment was constructed using the government guidance available at the time, and so remains subject to change. It sets out the ways in which TSS will operate. It must be used in conjunction with any relevant person specific risk assessments that set out additional control measures relating to pre-existing health conditions or other considerations.</b>			

Hazards considered	Who might be harmed and how	Existing control measures	Likelihood	Severity	Risk Rating	Further actions / information	Actions: Who & When
School failure to follow National Government Guidelines.	Staff, students, contractors and visitors may be exposed to COVID-19.	<p>Nova provides updates as and when guidelines change.</p> <p>HoS &amp; BOM receive daily updates from gov.uk</p> <p>Communication to stakeholders:            STAFF: emails, messages at school reception &amp; signage            STUDENTS: Teams lessons &amp; tutor time, emails &amp; messages at school reception &amp; signage around the building            PARENTS/CARERS: emails, letters, monthly newsletter &amp; TSS website            LGB: meetings, email, GovernorHub &amp; TSS website</p>				<p>All leaders refer to relevant government guidance via <a href="https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings">https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings</a></p> <p>HoS &amp; BOM ready to contact DfE Coronavirus helpline should it be required (0800 046 8687 – Option 1/<a href="mailto:dfecoronavirushelpline@education.gov.uk">dfecoronavirushelpline@education.gov.uk</a>) and NCC <a href="mailto:coronavirusqueries@nottinghamcity.gov.uk">coronavirusqueries@nottinghamcity.gov.uk</a></p> <p>As part of the Nova trust's requirement to ensure COVID procedures are being undertaken, the BOM is the appointed Designated Officer responsible for COVID compliance.</p>	<p>SLT – Daily</p> <p>Hos/BOM - Daily</p>

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Students identified as at increased risk of exposure to COVID-19.	Staff, students, contractors and visitors may be exposed to COVID-19	<p>School attendance is mandatory for all students including those who were deemed as clinically extremely vulnerable. Appropriate staff (Tutors/SEND/CO) will identify vulnerable students and ensure they take extra care to maintain good hygiene.</p> <p>Any additional control measures relating to a student's pre-existing health condition will be recorded on a separate student risk assessment, which will be agreed with parents / carers.</p> <p>Students aged 12-15 were offered the Pfizer BioNTech vaccination to be given in school by the NHS and all students over 16 are eligible to arrange a COVID-19 vaccine.</p> <p>The SENDCO will communicate appropriately with the most vulnerable children and update health care plans where necessary.</p>				<p>Government guidance will be followed on supporting students at school with medical conditions  <a href="https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3">https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3</a></p> <p>Parents and students will be consulted as to whether they (the student) require an additional risk assessment</p> <p>In the case of any uncertainty, TSS staff will not make any recommendations apart from to seek proper medical advice.</p> <p>All eligible students aged 12 and over are encouraged to take up the offer of the vaccine, including boosters.</p> <p>Parents notified to visit: Book or manage a coronavirus (COVID-19) vaccination – NHS (<a href="http://www.nhs.uk">www.nhs.uk</a>).</p> <p>Should the use of PPE/RPE be required, staff will follow the government guidance for the safe putting on and removal;  <a href="https://www.gov.uk/government/collections/coronavirus-covid-personal-protective-ppe">https://www.gov.uk/government/collections/coronavirus-covid-personal-protective-ppe</a></p> <p>Home Lateral Flow Test kits continue to be issued to students to perform twice weekly testing at home. Results are to be communicated to the NHS Track and Trace website and school via a forms link.</p> <p>A testing station remains in school in the first aid room.</p> <p>In the event of an outbreak in school, whichever of these thresholds is reached first:</p>	<p>Tutor/SEND /BOM – Daily</p> <p>All Staff – Daily</p> <p>BOM</p> <p>All Staff – Daily</p> <p>All students in school – Twice Weekly</p> <p>All students – As instructed</p> <p>BOM</p>

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						<ul style="list-style-type: none"> <li>• 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or</li> <li>• 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period</li> </ul> <p>Advice will be sought by contacting the local from Public Health England through the Nottingham City Contact  <a href="mailto:Caroline.Keenan@nottinghamcity.gov.uk">Caroline.Keenan@nottinghamcity.gov.uk</a> and <a href="mailto:CoronaVirusQueries@nottinghamcity.gov.uk">CoronaVirusQueries@nottinghamcity.gov.uk</a> or by telephoning the DfE Helpline (0800 046 8687 – Option 1) and extra action might be taken as outlined in the contingency framework - <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf</a></p> <p>From Monday 29 November 2021 it was advised by the government that face coverings should be worn in communal areas in school by students in year 7 and above unless they are exempt. Whilst it's not necessary for students to wear a face covering in the classroom, this is discretionary.</p> <p>Large gatherings such as assemblies should not take place and Teams used as an alternative. This includes large gatherings for staff over 30+. All sessions will take place in ventilated spaces and staff will remain socially distanced where possible.</p> <p>Students (in year 7 or above) should continue to wear face coverings on public transport unless they are exempt.</p>	All students – Daily

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						<p>Students will be encouraged to sanitise their hands upon entry into school and also when entering a classroom.</p> <p>Cleaning equipment and materials are available in every classroom.</p> <p>Windows to remain open where possible and / or the ventilation system to keep air flowing through classrooms/offices/workrooms.</p> <p>Students will be encouraged to Catch it, bin it, kill it: ensuring good respiratory hygiene in the classroom.</p> <p>Those students where consent has been provided will be tested in school upon the return from the Christmas holidays.</p>	
Staff identified as at increased risk of exposure to COVID-19.	Staff, students, contractors and visitors may be exposed to COVID-19.	All staff are working in school including those staff who are considered Critically Extremely Vulnerable.				<p>Government and NHS guidance will be followed: <a href="https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19">https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</a></p> <p>BOM will complete SR12s and BAME Risk Assessments with staff classed as vulnerable, as well as SR14s with new and expectant mothers. SR12 &amp; 14 are accessed through Nottinghamshire Schools Portal at: <a href="https://www.nottinghamshire.gov.uk/schoolsport/health-and-safety/risk-assessment">https://www.nottinghamshire.gov.uk/schoolsport/health-and-safety/risk-assessment</a></p> <p>Regular communications will be conducted with these members of staff to discuss any concerns and consider additional/reduced control measures required.</p> <p>All staff continue to be issued with home self-lateral flow test kits to perform twice weekly</p>	<p>HOS/BOM – Daily</p> <p>BOM – As necessary</p> <p>All staff – Twice weekly</p>

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						<p>testing at home. Results are to be communicated to the NHS Track and Trace website and school via a forms link.</p> <p>In the event of an outbreak in school, whichever of these thresholds is reached first:</p> <ul style="list-style-type: none"> <li>• 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or</li> <li>• 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period</li> </ul> <p>Advice will be sought from Public Health England by telephoning the DfE Helpline (0800 046 8687 – Option 1) and extra action might be taken as outlined in the contingency framework - <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1011704/20210817_Contingency_Framework_FINAL.pdf</a></p> <p>From Monday 29 November 2021 it was advised by the government that face coverings should be worn in communal areas in school by staff. Large gatherings such as staff briefings and assemblies cannot take place where the room cannot be set up to enable social distancing and Teams used as an alternative.</p> <p>Staff should also adhere to the following control measures;</p> <ul style="list-style-type: none"> <li>• <b>Social distancing:</b> returning to teaching the majority of lessons from the front of the room, limiting movement around the room where possible and wearing a mask when moving between desks.</li> </ul>	<p>BOM as required</p> <p>All staff – Daily from Monday 29/11/2021</p>

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						<ul style="list-style-type: none"> <li>• <b>Hand sanitising:</b> students to sanitise their hands at the start of every lesson.</li> <li>• <b>Ventilation:</b> windows to remain open where possible and / or the ventilation system to keep air flowing through classrooms/offices/workrooms.</li> <li>• <b>Encouraging Catch it, bin it, kill it:</b> encouraging good respiratory hygiene in the classroom.</li> </ul>	
<p>A member of staff or a student(s) become symptomatic or has a positive test positive for COVID-19</p>	<p>Staff, students, contractors and visitors may be exposed to COVID-19.</p>	<p>When an individual develops COVID-19 symptoms or has a positive test, staff, students and other adults should follow public health advice on when to self isolate and what to do.</p> <p>They should not come in to school and self isolate immediately if;</p> <ul style="list-style-type: none"> <li>• They have symptoms of COVID-19 (a high temperature, a new continuous cough or a loss or change to their sense of taste or smell and arrange a PCR test</li> <li>• Tested positive for COVID-19</li> <li>• They've been told to self isolate by NHS Test and Trace</li> </ul>				<p>Promote NHS guidelines:  <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/">https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/</a></p> <p><a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection?utm_source=28%20November%202021%20C19&amp;utm_medium=Daily%20Email%20C19&amp;utm_campaign=DfE%20C19">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection?utm_source=28%20November%202021%20C19&amp;utm_medium=Daily%20Email%20C19&amp;utm_campaign=DfE%20C19</a></p> <p>In exceptional circumstances where it is believed there may be barriers in a student accessing a PCR test, a test kit and guidance pack will be provided by the school and given to the parent to be undertaken at home.</p> <p>From 19 July 2021 it will no longer be necessary to carry our contact tracing in school. From this point onwards close contacts will be identified by NHS Test and Trace.</p> <p>From 16 August 2021 close contacts of a positive case will no longer need to self-isolate if they have been fully vaccinated or under 18 and 6 months and instead be expected to take a PCR test, NHS Test and Trace will inform the individual of the next steps they need to take.</p>	<p>BOM/Attendance Officers/Office staff – Daily</p> <p>BOM – as necessary</p>

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						<p>From 29 November 2021 any suspected or confirmed close contacts of the Omicron variant will be asked to isolate for 10 days regardless of vaccination status or age. The NHS Test and Trace will make direct contact and confirm whether to isolate.</p> <p>Update: From 14 December 2021 adults who are fully vaccinated and all children and young people aged between 5 to 18 years and 6 months identified as a close contact of someone with COVID-19, are strongly advised to take a lateral flow device (LFD) test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result.</p>	
<p>Student or member of staff suddenly displays symptoms of COVID-19 whilst at school or a positive LFT taken in school</p>	<p>Staff, students, contractors and visitors may be exposed to COVID-19.</p>	<p>If anyone in school develops COVID-19 symptoms, however mild, they will be sent home and public health advice followed.</p> <p>The main symptoms of COVID-19 are;</p> <ul style="list-style-type: none"> <li>• A new continuous cough</li> <li>• A high temperature or;</li> <li>• A loss of or change in their normal sense of taste or smell</li> </ul> <p>A symptomatic student will be moved to the Medical Isolation Room and parents contacted for immediate collection.</p> <p>A symptomatic member of staff will be sent home immediately, or arrangements made for their collection-</p> <p>Staff and students with a positive LFT should self isolate in line with the government stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection. <a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-</a></p>				<p>NHS guidance: <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/">https://www.nhs.uk/conditions/coronavirus-covid-19/</a></p> <p>Staff training has included a reminder of the NHS guidance relating to coronavirus symptoms and how to deal with symptomatic students/staff/other individuals: <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/main-symptoms/">https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/main-symptoms/</a></p> <p>Appropriate PPE should be used if close contact is necessary. The governments guidance on the use of PPE to be followed; <a href="https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/the-use-of-personal-protective-equipment-ppe-in-education-childcare-and-childrens-social-care-settings-including-for-aerosol-generating-procedure">https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/the-use-of-personal-protective-equipment-ppe-in-education-childcare-and-childrens-social-care-settings-including-for-aerosol-generating-procedure</a></p> <p>Parents informed and reminded in email communications.</p> <p>Parents are requested to complete a 'Steps to Follow' leaflet in the event that their child is</p>	<p>BOM/Office Staff – Daily</p> <p>HoS/BOM</p> <p>Office Staff – When required</p> <p>HOS/BOM</p> <p>Reception/Office Staff - Daily</p>

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		<p><a href="#">guidance-for-households-with-possible-coronavirus-covid-19-infection</a> They will also need to get a PCR test. If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the member of staff or student can return to school, as long as they don't have COVID-19 symptoms</p> <p>First aiders will contact the emergency services should the student or member of staff become seriously ill.</p> <p>The area around where a symptomatic student or member of staff has spent time will be cleaned immediately in line with the Government guidance for cleaning non-healthcare settings. <a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</a></p> <p>And the disposing of waste; <a href="#">Coronavirus (COVID-19): disposing of waste - GOV.UK (www.gov)</a></p>				<p>identified as displaying possible COVID-19 symptoms while at school and when collected.</p> <p>BOM will be responsible for monitoring the MIR:</p> <ul style="list-style-type: none"> <li>• A room with a door that can be closed</li> <li>• Supervision provided for student(s) in the isolation area.</li> <li>• Access to a separate bathroom (in case needed whilst awaiting collection).</li> <li>• An exit route – enabling symptomatic students to leave site with parents without re-entering the main school.</li> <li>• A cleaning regime to prevent cross contamination between individuals required to use the isolation area (and bathroom if used).</li> <li>• Signage displayed to indicate the isolation area advising “in use / available”.</li> </ul> <p>Staff who have supported unwell / symptomatic students, members of staff or other individuals:</p> <ul style="list-style-type: none"> <li>• do not need to go home unless they develop symptoms (in which case they should arrange a PCR test) or they have been requested to by NHS Test and Trace.</li> <li>• Everyone will be told they <b>MUST</b> wash their hands thoroughly for 20 seconds with soap and running water after any contact with someone who is unwell.</li> </ul>	BOM – Daily
Management of confirmed cases of COVID-19 amongst the school community.	Staff, students, contractors and visitors may be exposed to COVID-19.	<p>Staff and parents have been notified of the arrangements for the NHS Test and Trace and act accordingly.</p> <p>The Attendance Officers will monitor student absences and the BOM staff absences.</p>				<p>All Staff have been informed of the NHS Test and Trace process and their responsibilities</p> <p>Parents have been provided with the information about the NHS Test and Trace process and their responsibilities via email communication which is also on the school website.</p>	HOS  HOS/BOM



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		<p>The trust have 3 hand held electrostatic fogging machines available to schools within the trust in the event of a COVID outbreak in school and for a deep clean to be carried out by the site team.</p> <p>Staff will have remote education plans in place and be prepared in the event of the need to self-isolate or a local lockdown.</p>				<p>BOM will provide weekly reports of staff COVID related absences staff to Orlagh Jardin, Nova HR Manager.</p> <p>BOM will provide updates on student and staff positive COVID cases to Ryan Hawley. An Absence Tracker has been produced for students who are absent from school and in order for work to be set on TEAMS.</p>	<p>BOM - Weekly</p> <p>Attendance Officers - Daily</p>
Increased risk of transmission due to increased students/staff working in close proximity	Staff, students, contractors and visitors may be exposed to COVID-19.	<p>Leaders will monitor day-to-day operations to ensure all stakeholders are adhering to the control measures set out in this risk assessment.</p> <ul style="list-style-type: none"> <li>• Regular hand washing; where necessary appropriate hand sanitiser will continue (COSHH / MSDS assessed) for staff, students, contractors and visitors who will be required to use such products.</li> <li>• Avoid touching eyes, nose and mouth with unwashed hands. Wash hands immediately after doing so.</li> <li>• Catch it, Bin it, Kill it: cover cough / sneeze with tissue, throwing tissue in the bin and washing hands.</li> <li>• Tissues and lidded bins will be provided in all classrooms and public areas.</li> <li>• Continue to ventilate rooms</li> </ul>				<p>TSS control measures planned with reference to <a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance</a></p> <p>Key messages will be reinforced with parent and carers through emails, letters, monthly newsletters and the TSS website.</p> <p>All staff, students, contractors and visitors will continue to be required to wash or sanitise their hands for 20 seconds with soap and water, remembering the importance of proper drying;</p> <ul style="list-style-type: none"> <li>• Before leaving home</li> <li>• On arrival at school</li> <li>• After using the toilet</li> <li>• After breaks/sporting activities</li> <li>• When changing rooms/on entering a classroom</li> <li>• Before and after eating any food</li> <li>• Before leaving school</li> </ul> <p>SEND staff will supervise students with complex needs.</p> <p>Staff will supervise all students ensuring they use the foam based hand sanitiser only, which can be found in every classroom and at certain sanitation points around school.</p>	<p>SLT – Daily</p> <p>HOS/BOM – at least weekly</p> <p>All staff – Daily</p> <p>SEND staff – Daily</p> <p>All Staff – Daily</p>

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	Harm may come from overuse, ingestion, contact with eyes inhalation or dermatological responses	<p>Guidance provided on use of hand sanitisers by all hand sanitiser stations.</p> <p>Guidance provided to students through assemblies and tutor periods</p>				<p>Information sheets available for first aid staff</p> <p>Site team &amp; cleaners will be responsible for checking stocks of soap, hand sanitiser and hand drying facilities throughout each day.</p> <p>CO2 monitors(when delivered)will be placed in rooms without any natural ventilation, i.e. classrooms/work rooms without any opening windows.</p>	Site Team – Daily
COVID-19 transmission via the physical school environment.	Staff, students, contractors and visitors may be exposed to COVID-19.	<p>A daytime cleaning regime will continue with cleaning staff working additional hours providing extra attention to hand contact points and surfaces and toilet spaces, which are cleaned regularly throughout the school day. Lidded bins for tissues to be emptied throughout the day.</p> <p>Any additional cleaning materials COSHH assessed and MSDS sheet available. Findings formally communicated to relevant persons, including the safe storage of products in classrooms.</p> <p>Every classroom and work room will continue to be provided with eliminator max cleaning spray and the materials to wipe down desks and chairs in between lessons if required.</p> <p>Teaching staff have received suitable and sufficient training for safe cleaning procedures and use of hazardous substances.</p> <p>The Nova Trust have provided all staff with the opportunity to have a winter flu vaccine.</p>				<p>Site Team will be responsible for checking and maintaining stocks of cleaning products and hand sanitiser.</p> <p>All staff will be provided with their own pair of heavy duty rubber gloves</p> <p>All TSS staff were offered a flu voucher for Boots in association with the Nottingham County Council</p>	<p>Site Team – Daily</p> <p>Site Team</p> <p>BOM</p>
Risk of transmission due to contact activities.	Staff, students, contractors and visitors may be	Staff and students working in well-ventilated rooms, with windows open (where possible).				Science and D&T staff have been directed to the relevant CLEAPPS guidance:	All curriculum staff – Daily

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	exposed to COVID-19.					<a href="http://science.cleapss.org.uk/Resource-Info/GL336-CLEAPSS-Advice-during-the-COVID-19-Coronavirus-Pandemic.aspx">http://science.cleapss.org.uk/Resource-Info/GL336-CLEAPSS-Advice-during-the-COVID-19-Coronavirus-Pandemic.aspx</a> <a href="http://dt.cleapss.org.uk/Resource/GL347-returning-to-school-after-an-extended-period-of-closure.aspx">http://dt.cleapss.org.uk/Resource/GL347-returning-to-school-after-an-extended-period-of-closure.aspx</a> Equipment that is shared will continue to be cleaned in between classes, or rotated to allow them to be left unused for 48 hours i.e. music, PE, computers.	
Lack of essential supplies, including PPE, cleaning materials and hygiene products may increase the risk of COVID-19 transmission.	Staff, students, contractors and visitors may be exposed to COVID-19.	BOM to work with site team & cleaners to ensure stocks and supply chains are sufficient & secure. BOM to inform HoS in the case of any risk to the supply chain, so that the control measures in this risk assessment can be adjusted in good time.				Site Team will be responsible for checking stocks of PPE, cleaning materials and hygiene products throughout the day, ordering sufficient replacement materials, and keeping the BOM informed. Nova will provide support with the supply chains for some materials.  Should there be a shortfall in PPE, cleaning materials or hygiene products that would present a significant hazard that could not be reasonably addressed using alternative control measures, TSS will close until sufficient materials can be sourced.	BOM/Site Team - Daily
Risk of fire and delayed evacuation due to insufficient fire safety management.	Staff, students, visitors, contractors and members of the public may be subject to serious injury / death in the event of a fire.	In the case of an alarm, staff and students follow the 'normal' evacuation procedure: sweep system, exits and assembly points are unchanged.  New supplies of hygiene / cleaning / PPE are stored safely.  Doors propped open (to minimise contact and aid ventilation) are fitted with automatic closure devices that are activated by the fire alarm system.				BOM & site team will be responsible for reviewing the fire risk assessment and maintaining a record within the fire log book.  Site team maintain daily building checks and weekly alarm system checks.  Content of this risk assessment was communicated to staff during the INSET training days at the beginning of the school year 2021/22 and any updates and changes communicated promptly.	SLT/BOM/Site Team – as necessary  Site Team – Daily  HoS

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						Site Team, BOM & SENDCO will be responsible for reviewing PEEPs regularly and amending support plans as required.	Site Team, BOM & SENDCO – when necessary
Inadequate first aid provision in school.	In the event of an accident, injury or emergency situation, staff, students and visitors may suffer as a result of inadequate first aid provision or incorrect first aid treatment.	<p>Staff rotas are constructed to ensure there is an adequate number of first aiders available in school.</p> <p>Additional specific risk assessment in place for the current first aid provision at TSS, including control measures and staff training relating to RPE &amp; PPE.</p> <p>First aid kits suitably stocked, located and checked routinely.</p> <p>School system for contacting emergency services is unchanged.</p>				Data sheets available to all first aid staff in the event of overuse, ingestion, contact with eyes inhalation or dermatological responses of hand sanitiser.	<p>BOM</p> <p>BOM</p> <p>JNA – monthly checks</p>
Additional anxiety regarding COVID-19 could trigger violent, aggressive or abusive behaviour from parents / students / visitors / contractors / members of the public.	Staff and students. Risk of physical injury or stress / anxiety.	<p>Leaders monitor remote communication between staff and students / parents / carers.</p> <p>Reception controls remain in place.</p> <p>TSS behaviour expectations implemented as normal with students in school.</p>				<p>Staff training included safeguarding updates regarding identifying and reporting concerns.</p> <p>Systems and signage remain in place regarding the behaviour of parents, visitors &amp; members of the public.</p>	<p>All Staff – INSET training 24/08/2021</p> <p>BOM/Reception/Office Staff - Daily</p>

**TSS COVID-19 Risk Assessment**

**Reviewed and Updated by: Jo Braithwaite (Business and Operations Manager - BOM)**

**Last updated: 17/12/2021**

**Forwarded to TSS LGB for Review 17/12/2021**

Hazards considered	Who might be harmed and how	Existing control measures	Likelihood	Severity	Risk Rating	Further actions / information	Actions: Who & When
<b>Date of next review: 17/12/2021</b>							

<b>Potential Severity of Harm</b>	<b>High</b> <i>(death, paralysis, long term serious ill health)</i>	Medium	High	High
	<b>Medium</b> <i>(injury requiring further medical assistance or is a RIDDOR incident)</i>	Low	Medium	High
	<b>Low</b> <i>(minor injuries requiring first aid)</i>	Low	Low	Medium
		Low <b>(Unlikely to happen)</b>	Medium <b>(Fairly likely to happen)</b>	High <b>(Likely to happen)</b>

<b>Risk Rating Definitions</b>	
<b>Low</b>	Controls are adequate, no further action required, but ensure controls are monitored and any changes reassessed.
<b>Medium</b>	Consideration should be given as to whether the risks can be reduced using the hierarchy of control measures. Risk reduction measures should be implemented within a defined time period. Arrangements should be made to ensure that the controls are maintained and monitored for adequacy.
<b>High</b>	Substantial improvements should be made to reduce the level to an acceptable level. Risk reduction measures should be implemented urgently with a defined period. Consider suspending or restricting the activity, or applying interim risks controls. Activities in this category <b>MUST</b> have a written method statement/safe system of work and arrangements <b>MUST</b> be made to ensure that the controls are maintained and monitored for adequacy.

**Likelihood of Harm Occurring**

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Signed: \_\_\_\_\_  
**Nic Watkin**  
**Head of School**

Date: 17/12/2021

Signed: \_\_\_\_\_  
**Jo Braithwaite**  
**Business and Operations Manager**

Date: 17/12/2021