



RISK ASSESSMENT – THREE BRIDGES PRIMARY SCHOOL

Activity: The reopening of Three Bridges Primary School to all pupils from 6th September 2021

People at Risk:
Staff, children and parents

Additional Information: Split site school.

This risk assessment has been developed by Senior Leaders, with approval from Governors of Three Bridges Primary School

Review (weekly)

What are the hazards?	Who is at risk?	What is the school doing to reduce this risk?	Who is responsible?	Review
Potential transmission of COVID-19 virus	<ul style="list-style-type: none">• Staff• Children	Classrooms <ul style="list-style-type: none">- Social distancing measures around school- Staff to report to SLT if they have breached 1m or 2m rule- Staff to open windows regularly to aid ventilation- Staff wear a face covering around school- Installation of CO2 detectors in all classrooms (completed October 2021)- Basic equipment available in classrooms to aid cleaning;- Children to be given equipment, no equipment to be brought in from home- Minimal soft furnishings, use anti-bacterial spray to clean regularly;- Medical grade PPE available for staff undertaking intimate care or administering first aid;- Medical grade PPE available for staff with health conditions;- Daily cleaning routine for school staff; wipe down tables at breaktime and lunchtime- Display government posters around school- Display posters around school to remind children to keep safe	<p>All staff and children All staff</p> <p>All staff</p> <p>Premises officer</p> <p>Premises officer</p> <p>Parents</p> <p>Premises officer</p> <p>School business manager</p> <p>All staff</p> <p>Office staff</p>	



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		can take place; these visitors should take a lateral flow test, wear a face covering around school and observe social distancing.		
A member of the school community contracts COVID-19	Children Staff Parents	<ul style="list-style-type: none"> - If there is a confirmed COVID-19 case, either a child or adult, school must be informed immediately. - If a child displays symptoms in school, staff will move the child to a separate room (lower site medical room/upper site changing rooms) and contact parents immediately. Parents will collect the child. - If a member of staff displays symptoms in school, they must leave the building as soon as practicably possible and take a lateral flow test. Staff must self-isolate for 10 days from the date of the positive LFD test (PCR test no longer required to confirm result). Staff can retest on 6th and 7th day and provided the result is negative, they can return to work. - Staff to undertake twice weekly testing and report results to school and gov.uk. If a member of staff has been in contact with someone who has tested positive, they should take a LFD test for 7 days. <p><i>If there are more than 10% confirmed case of Covid19, Headteacher or Deputies call DFE for advice. Headteacher and deputies to participate in regular webinar opportunities with Public Health England, to share good practice with other settings.</i></p>	<p>Parents and carers / School staff</p> <p>Office staff to inform parent Support staff to remain with child Parent to collect child Staff member to inform SLT</p> <p>All staff</p> <p>Headteacher and Chair of governors (or delegated responsibility)</p>	
Children's learning will	Child	Curriculum	Teaching staff	



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be affected by loss of time in education		<ul style="list-style-type: none"> - Learning showcases in Summer Term, display photos will be shared on the website and Class Dojo so that parents can see their child's learning (PISAs to be kept under review) - Telephone Termly Learning conversations with parents instead of face-to-face - Teachers planning will be adapted following assessments to ensure that learning is differentiated according to the needs of individual children - Class teachers to continue to check information from data packs to check that children are on track and decide which interventions are needed - Teachers to plan daily learning for each class - Teachers identify children who will need additional support with their learning - Interventions to continue for children in school/SSC staff to undertake interventions for SSC pupils - SALT team and SSC teachers to provide 1:1 sessions in school - Assemblies to resume w/c 10/1/22 	<p>Teaching staff</p> <p>Teaching/support staff</p> <p>Inclusion manager and SSC teachers/NHS</p>	
Children's mental health and well-being will be affected by lockdown and the pandemic	Child	Support <ul style="list-style-type: none"> - Identify children who are vulnerable - Maintain contact with key vulnerable families who have a social worker - Organise counselling for children in need (Your Space Therapies) or access to Learning Mentor - Emotional support for individual children during school time 	<p>Teaching/support staff</p> <p>Teachers/Headteacher/DSLs</p> <p>Inclusion team</p> <p>Learning Mentor/Learning Support Assistants/SLT</p>	



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School building is not ready for children to return to school	Staff Children Visitors	Asbestos <ul style="list-style-type: none"> - Check areas containing asbestos Fire <ul style="list-style-type: none"> - Fire marshall present on each site - Fire alarms tested - Fire Drills to be undertaken every term Water <ul style="list-style-type: none"> - Hot water available for handwashing - Quality and temperature of water is monitored and reported - Running water is available for drinking - Children use own water bottles Health and Safety <ul style="list-style-type: none"> - Daily site checks to be undertaken, any issues reported to SLT immediately - Premises officer to report covid cases to cleaning team 	Premises officer Premises officer/ Head/Deputy Premises officer Premises officer/All staff and children in building Premises officer Parents Premises officer Premises officer	
There is not enough staff to operate the school safely	Children Staff	Staffing <ul style="list-style-type: none"> - Use additional cover available on school staff (non-class based teaching staff and HLTAs) to cover where possible. Supply teachers to be used as a last resort. - Maintain separate sites for staffing where possible; allocated year groups for HLTAs; SLT and inclusion team to remain on either lower or upper site for a whole week, where possible - Avoid use of external staff unless urgent - SLT to risk assess staff numbers daily 	Headteacher/SLT SLT Governors/Headteacher	



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		<ul style="list-style-type: none">- Contact governors to discuss closures due to operational reasons; e.g. insufficient staff		
Children cannot access remote learning	Child	Curriculum and Remote Learning <ul style="list-style-type: none">- If school is advised to close, classes/year groups or whole site teachers will provide Remote Learning by 12pm on the first day of self-isolation. Teachers will do one 'live lesson' on Google classroom each day (unless they are unwell –this will be communicated with parents/carers)- Teachers and LSAs to make calls to families weekly, highlighting any concerns about engagement to SLT on CPOMS- SLT to follow up concerns raised on engagement plan during any extended lockdown- SLT to arrange IT access for families who need support- Arrange vouchers for FSM families who are self-isolating	Teaching/Support staff Teachers Teachers and support staff SLT SLT Office Manager/governors to support with deliveries	