

## COVID-19 Risk Assessment for 2023-24

### Introduction

Our core obligation remains to ensure “so far as is reasonably practicable the health, safety and welfare of employees and the safety of non-employees” remains as does the obligation to risk assess and implement relevant control measures where the risk concerned cannot be mitigated.

On Monday 21 February, the Prime Minister set out the next phase of the government’s COVID-19 response [‘Living with COVID-19’](#). COVID-19 continues to be a virus that we learn to live with and the imperative to reduce the disruption to children and young people’s education remains.

All employers are required by law to protect their employees, and others, from harm. Under the Management of Health and Safety at Work Regulations 1999, the minimum employers must do is:

- Identify what could cause injury or illness in the organisation (hazards)
- Decide how likely it is that someone could be harmed and how seriously (the risk)
- Take action to eliminate the hazard, or if this isn’t possible, control the risk

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### Overall Risk Assessment in the COVID-19 Environment

	Risk	Control Measures	Outcome	Remarks / Re-assessment
A	Is government advice being regularly accessed, assessed, recorded and applied?	<p>Yes, the Bursar, SLT and some Governors have read the detailed advice from the Government and the DfE including the following documents:  <a href="https://www.gov.uk/government/publications/covid-19-response-living-with-covid-19/covid-19-response-living-with-covid-19#protecting-people-most-vulnerable-to-covid-19">https://www.gov.uk/government/publications/covid-19-response-living-with-covid-19/covid-19-response-living-with-covid-19#protecting-people-most-vulnerable-to-covid-19</a></p> <p>In addition throughout the pandemic, key people have attended various webinar sessions run by ISC, AGBIS, ISBA, our insurers and accountants amongst others.</p>	This has provided the basis for the decision-making around minimising the risks associated with the return to school.	Ongoing.
B	Are changes regularly communicated to staff, pupils, parents and governors?	<p>There has been and will continue to be regular communication from the Head to parents, staff and governors throughout the pandemic. This includes communication to parents; and regular updates to the Governors Finance Committee which is taking the lead from the governors perspective of all things Covid-19 related.</p> <p>There are weekly staff briefing sessions as well as updates as required.</p>	Good dialogue means that issues can be dealt with as they arise.	Ongoing.
C	Are changes reviewed by governors?	Yes. See first 2 points above.	Enables the governors to perform their role as trustees effectively.	Ongoing.
D	Is access to school controlled effectively and are visitor (if allowed) details recorded?	Sign in/out sheets for staff, visitors and contractors. Visitors are permitted. Typically during term time contractors are only on site for H&S checks and for preventative maintenance.	Ensure the safety and security of the pupils and staff.	Ongoing.

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		Access to the school site controlled with staff on duty at the black gates for arrival and departure times. Registration for the pupils on site as normal.		
E	Is there sufficient supplies of hygiene materials and are they well placed?	Yes in addition to the washbasins with soap, hand-dryers and paper towels we have 34 hand sanitizer dispensers around the school including in all classrooms. Sanitizers placed at the arrival and departure points with staff ensuring that they are used by the pupils on arrival and departure.	Ensure sufficient supplies and availability of cleaning materials.	Checked weekly by Premises team.
F	Has the cleaning regime been regularly re-assessed and, if necessary, revised to high risk areas such as toilets, door handles, switches, hand rails and regularly used hard surfaces?	Yes. We have an enhanced cleaning regime from pre-Covid times. Extra hand sanitising stations were installed around the school and these are being maintained.	Improved cleaning regime.	Checked weekly by Premises Manager.
G	Do staff understand the need for good ventilation?	Staff have been regularly reminded of the need for good ventilation. However they need to balance the need for increased ventilation while maintaining a comfortable temperature.	Reduce the risk of cross-contamination.	Ongoing.
H	Are contingency plans in place for events such as re-closing, loss of catering or teachers?	Yes. If required we will revert to remote learning.	Continuing the education provision.	Ongoing.
I	Are all the risks identified properly mitigated and regularly re-assessed?	Yes. The Bursar has led on the H&S strategy and implementation in consultation with the Finance Committee (responsible for H&S), SLT and Staff. The Head and SLT are keeping parents and pupils informed. We will review this and the execution of it weekly.	Identify and minimise the risks.	Weekly review by the SLT and Bursar.
J	Contingency plans in place in case of medical need for self-isolation of individuals, multiple pupils, staff or local outbreaks?	Plans in place for dealing with individuals who display symptoms including a dedicated room identified to put a person whilst awaiting collection or transport home.  In the event of a local outbreak we will be guided by PHE.	Minimise the spread of the virus.	Ongoing.